RAND McNALLY CONNECT

Web Portal User Manual

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support

Introduction

The Rand McNally Connect portal is the web-based driver & vehicle performance and compliance reporting tool that allows you to view where and how your vehicles are performing now, as well as how they have been performing.

This contains information on how to set up your portal experience to best fit your business needs, as well as how to use its various applications and reports.

NOTE: *This Rand McNally Connect web portal page is updated after each portal software release.*

To ensure you are viewing the most up-to-date version of this Help page, close out this page, clear your browser cache, then reopen this page at ***randmcnally.com/connectwebportalhelp****.*

Getting Started

System Requirements

To use the Rand McNally Connect web portal, your system should be equipped with the following:

- Operating System: Microsoft Windows® XP or above
- Browser: Internet Explorer 8.0 or later (Internet Explorer 9.0 is optimal), Firefox® Chrome)

Also recommended:

- A broadband connection.

To change display settings of your system (Windows Operating System):

- Select **Start > Control Panel > Display**.
- From the left-hand list, select **Adjust resolution**.
- Adjust the screen resolution to **at least 1024 x 768 pixels**.
- Click **OK**.

Browser Settings

For increased performance and visibility of the Mapping application, your browser should be configured correctly so maps and symbols display properly.

NOTE: You MUST turn off the pop-up blocker so that pop-up windows within the Mapping application will open properly.

To change browser settings (recommended browser Internet Explorer 9):

- Select **Tools > Internet Options** from right-hand section of the Internet Explorer tool bar.
- Click the **General** tab, and then under the Browsing History section, click **Settings**.
- Select **Automatically** to check for newer versions of stored pages.
  - Enter the amount of "Disk space to use" to **at least 50 MB**.
  - Click **OK**.
- Click the **Security** tab and set the following options:
  - Select the **Trusted Sites** button.

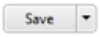
Click **Sites**.
- In **Add this Web site to the zone**, type:
  - **www.connect.randmcnally.com**
- Click **Close**.

- Click the **Privacy** tab.
  - Uncheck the **Turn on Pop-up Blocker** option.
  - Click **OK**.

Silverlight Plug-in

To run the Mapping application of the portal, you will also need to download the Silverlight Plug-in.

- Go to **http://www.microsoft.com/silverlight/**.
- Click

. The file will then download.
- Click 

, then

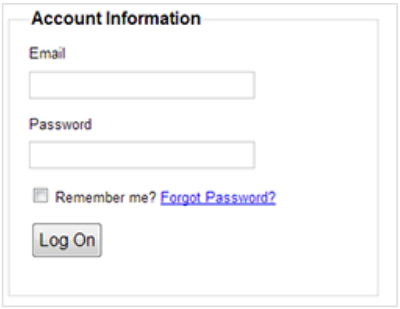
on the bottom of your Internet Explorer 9 window. A Silverlight pop-up window will appear.
- Click

. The plug-in will then install on your computer.
- If the plug-in installs successfully, the pop-up window will instruct you to restart your browser for the new plug-in to take effect. Click

.
- Close your browser, then open it again to save the Silverlight plug-in changes.

Logging On to the Website

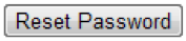
To log onto the Rand McNally Connect web portal, you will need a registered email address and password (see **Management > Administration**).



- Go to **www.connect.randmcnally.com**.
- Type in your email address.
- Type in your password.
- Click

.

If you are inactive, your session will time out after 120 minutes (2 hours).

If you forgot your password, click Forgot Password?, enter your email address, then click 

. You will then be sent an email containing a link which will enable you to enter a new password.

Dashboard

The Dashboard is the home screen of the portal. It provides configurable gauges and charts for at-a-glance analysis of critical performance metrics and trends.

Each portal user can configure the data in their dashboard, with the ability to compare a specific driver or vehicle group's performance to the fleet's overall performance.

Configure Gauges and Charts

Add Gauges and Charts

To add a gauge or chart, click

in the right-hand corner

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of the Dashboard.

You can configure your dashboard to view information for the following performance metrics:

- Fuel consumption
- Fuel economy
- Idle time
- Speeding time
- Hard brake events
- Miles driven

Select the Snapshot Widgets tab to view side-by-side comparisons for performance for the current week, month and year.

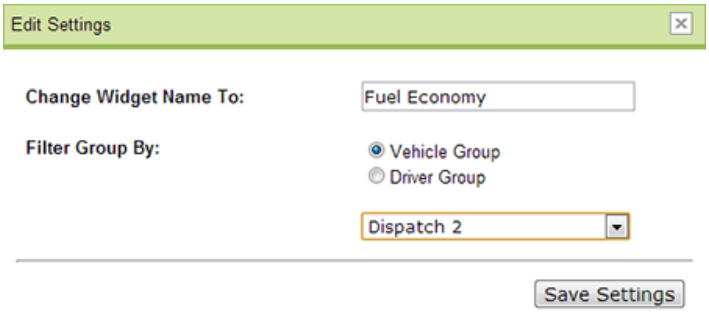
Select the Trend Widgets tab to view a 12-week line chart of performance data. The dots on the chart indicate the week total for the week starting on Sunday, 12/30, for example.

Once you have located the gauge or chart you would like to add, double click the icon. It will then appear at the bottom of your dashboard, where you can edit it.

Edit Gauges and Charts

To customize the data displayed in a gauge or chart, hover over the right-hand corner of the gauge or chart and click Settings .

You can then edit the gauge or chart's name, and what data you would like it to display. The default setting displays data for the entire fleet. If you would like to only view data for a select driver or vehicle group (see **Management > Reporting Groups**), select **Driver Group** or **Vehicle Group**, select the group from the drop-down menu, then click Save Settings.



Move Gauges and Charts

To move a gauge or chart, click on a gauge or chart, then slide it into the desired position. Click to release it into its new position.

Gauges and charts can be placed side by side for easier comparison of performance data.

Delete Gauges and Charts

To delete a gauge or chart, click the icon in the right-hand corner of the gauge or chart.

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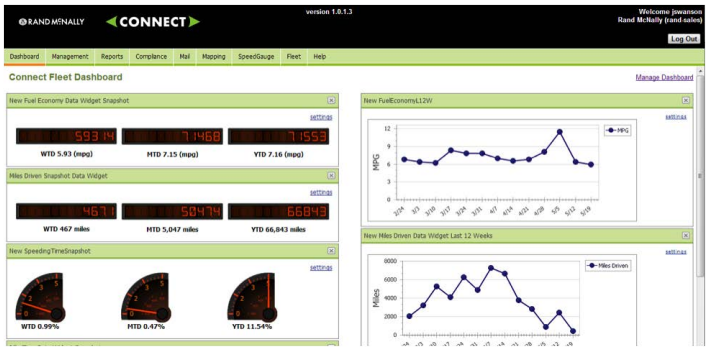
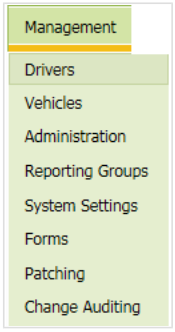


Management

The Management application allows you to configure your Rand McNally Connect web portal experience so you and your organization can maximize the value of its tracking, reporting and communication features. The Management application enables you to create and modify driver log-in credentials and settings, portal user log-in credentials and settings, reporting groups, Portalas well as perform all other functions related to setting up your Rand McNally Connect web portal account.



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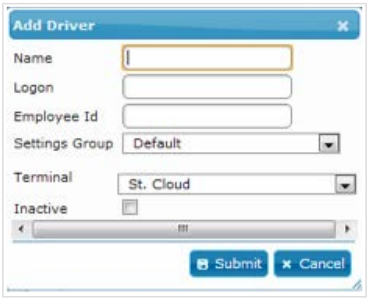
Drivers

The Drivers feature allows you to create and edit the log-in credentials your drivers use to sign onto their Rand McNally in-cab device, as well as the driver name that appears in the portal on reports, and within the Mail and Mapping applications.



Add Driver

To add a driver, click + Add Driver, add the information below, then click Submit.

- Name (this name will appear in the portal)
- Logon (this will be the log-in the driver uses to sign onto the in-cab unit)
- Employee Id (this will be the log-in the driver uses to sign onto the in-cab unit)
- Settings Group (see **Management > System Settings > Driver Settings**)
- Terminal (see **Management > System Settings > Terminal Settings**)

Edit Driver Information and Make Driver Inactive

To edit a driver's information, click the icon next to the driver's name you would like to review.

NOTE: You can register a driver as Inactive if they are no longer an active driver. Once created, drivers cannot be deleted. This is due to Hours of Service compliance regulations that require documentation of drivers' activity for the last six months, even if they are no longer with your organization. Check the Inactive check box to save a driver as inactive.

Run Report

You can select to view driver information in a report format. Select to view by **Driver**, **Driver Group**, or **All**. If you select Driver or Driver Group, then type the selected driver or driver

group in the text box. You can also click the icon and select it from the list. If you would also like to include inactive drivers in the drop-down list, select Include Inactive. Then click Get Results.

	Name	Logon	Employee Id	Email	Settings Group	Terminal	Inactive
	WALLACE,_GREGORY	357314		DT-3n-5i-1b@truck-pc.net	Default	St. Cloud	✔
	BREWER,_KHEVIN	357463		DT-3n-62-1c@truck-pc.net	Default	St. Cloud	✔
	CANTU,_JUAN	357445		DT-3n-6i-1d@truck-pc.net	Default	St. Cloud	✔
	MISILEWICH,_JOSEPH	357495		DT-3n-13-1i@truck-pc.net	Default	St. Cloud	✔
	NELSON,_GERALD	357488		DT-3n-1i-1i@truck-pc.net	Default	St. Cloud	✔

Save Report

For your records, you can download the driver report you've generated to a spreadsheet format by clicking Export To Excel.

Vehicles

The Vehicles feature displays information regarding your company's vehicles.

You do not need to manually enter any data into the Vehicles feature; vehicles equipped with an activated and registered Rand McNally in-cab device will be displayed here automatically.

You can select to view vehicle information in a report format. Select to view report by **Vehicle**, **Vehicle Group**, or **All**, then click Get Results.

Vehicle	Odometer	Powered On/Off	Last Location	Last Communication	Comm. Mode	Current Driver	Serial Number	Vehicle Group
82180	232562	On	1.2 SW of Macks Inn, ID	1/18/2013 11:36:37	Cellular	WRIGHT,_MICHAEL_D.	16569	Default
16164	277760	On	3.7 NW of Ralston, PA	1/18/2013 11:45:59	Cellular	WORSHAM,_JACKY, 39	17809	Default
76097	311442.3	On	2.2 W of Adair, IA	1/18/2013 12:24:52	Cellular	WOLCOTT,_BRIAN_J.,	17370	Default
81854	571721.2	On	0.8 SW of Kelso, ND	1/18/2013 12:33:26	Cellular	WINBORNE,_JAMES, 36	13208	Default
54022	729572.6	On	1.7 N of Avoca, IA	1/18/2013 12:32:53	WiFi	WILSON_ROGER_DAVI	14975	Default

Columns are sortable and configurable. Click on the column heading to sort the report according to the specified metric. To configure the columns of the spreadsheet, click Columns at the bottom left corner of the screen, choose which columns you would like to view, then click Ok.

For your records, you can download the vehicle report you've generated to a spreadsheet format by clicking Export To Excel.

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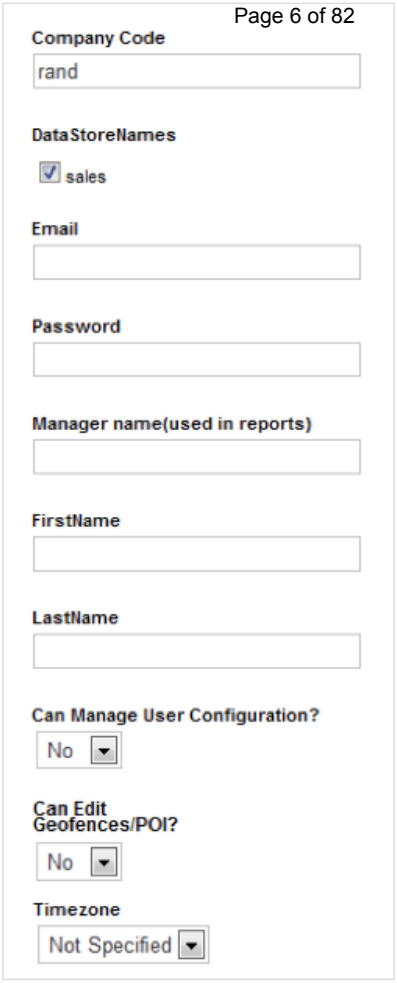
Administration

The Administration feature allows you to create and edit information regarding your fleet managers (i.e. any individuals in your organization who have access to the Rand McNally Connect web portal). This includes specifying what level of editing and viewing abilities you would like each manager to have. If you are a carrier, you can give access to Rand McNally Connect web portal to your safety managers, dispatchers, and other administrators. If you are an owner operator, you may want to add your spouse or your team driver as a manager so you can use the Rand McNally Connect web portal to communicate and locate one another, as well as generate reports for compliance purposes.

Add a Portal User

Your Rand McNally Connect web portal account is set up with one administrator log-in. To add another portal user, click Create New, add the information below, then click Create New User.

- **Company Code** Will be pre-populated.
- **Data Store Name** Will be pre-populated.



- **Email**
- **Password**
- **Manager name** This is used in reports. Use only alphanumeric characters (A-Z, 0-9) and make sure the Manager name is unique to your account.
- **First Name**
- **Last Name**
- **Can Manage User Configuration?** (Select **Yes** if you would like the portal user to be able to change settings, driver logs or other information; select **No** if you would like the portal user to be able to generate and view reports but not change any settings, driver logs or other information)
- **Can Edit Geofences/POI?** (Select **Yes** if you would like the portal user to be able to add or edit geofences or POIs in the Mapping application; select **No** if you would like the portal user to view geofences and the Mapping application including geofences but not change any geofences or POIs)
- **Time Zone** (Eastern, Central, Mountain, Western)

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NOTES: User Role refers to the level of access and editing abilities the users of your Rand McNally Connect web portal account has. To set up user groups to enable various levels of access and editing abilities, please refer to Management > Reporting Groups.

For customers who want added account security, Rand McNally offers password security options, including:

- Minimum Length: 8 characters
- Complexity: Requires upper case, lower case, number, special character
- Lock-out: User must reset password after 5 failed attempts
- System log out after no activity: 90 minutes

In addition, customers have the option to configure an expiration date for passwords. If this setting is configured, the system will retain the last 10 passwords for each user with the option to require the user to select a brand new password that is different form the last 10 passwords.

Contact your Field Support representative for more information on enabling enhanced password security.

Edit User Settings and Make User Inactive

To edit a user's settings, click Edit next to the user's name you would like to edit.

To make a user inactive, select the Inactive option from the Status drop-down menu.

Click Save.

UserID	Login	Can Manage User Configuration?	Status	Actions
1252	bsk.rand@randmcnally.com	✔	✔	Edit | Details
592	fake@123.com	✔	✔	Edit | Details
1185	m3@my.com	✔	✔	Edit | Details

Reporting Groups

The Reporting Groups feature enables you to configure which drivers and vehicles portal managers can view in report format. It allows you to create and edit various groups of drivers or vehicles so that when you run reports in the portal, you can query for specific sets of drivers or vehicles based on how your fleet is organized. For example, you may want to create separate reporting groups of drivers in your organization based on their different Hours of Service & compliance settings, or separate reporting groups of vehicles based on customer, or which terminals or geographical region of operation they are assigned to.

Your portal account initially includes all vehicles in the Default vehicle group.

As you add drivers to your portal account, these drivers will also initially be placed in the Default driver group.

A unique driver or vehicle can be assigned to multiple reporting groups, depending on how you would like to organize your drivers and vehicles and the managers who can report on them.

Create Reporting Group

To add a new group, select whether you would like to make it a Driver Group or Vehicle Group, then click Add New Group.

Create a name for the group, then click Ok.

Assign Members

To add both managers and drivers or vehicles to your reporting group, select the Managers and Drivers or Vehicles tab, then click Edit.

To add more than one name at a time to the group, click the check box next to the names you would like to add to the group, then click the icons.

To add names one at a time to the group, drag & drop the names from one side to the other.

Selecting the check box on the top of the list will move many names to the other side at once. This will move the first 50 names at once.

To save the group, click Save All.

Edit & Delete Reporting Groups

To edit reporting groups or the members assigned to specific reporting groups, enter the name

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of the group you would like to edit in the text box or click the icon to select from the drop-down list, then click Show.

You can then edit the name of the reporting group, the managers who can view reports of the group, and the members within in it the same way you did when you set up the group initially.

To delete a reporting group, enter the name of the group you would like to delete in the text box or click the icon to select from a drop-down list, click Show, then click Delete Group.

Save Reporting Group Record

For your records, you can download the list of managers and vehicles assigned to a specified reporting group. Select the Members or Vehicles tab, then click Export.

System Settings

The System Settings feature enables you to customize the settings associated with your drivers, vehicles, company and terminal information, and email alerts. You can configure settings across your entire fleet, or you can customize settings for sub-groups within your organization if you would like to vary settings for particular groups. For example, you may want to create separate settings for drivers based on their different Hours of Service & compliance specifications, or create separate settings for vehicles based on performance settings (fleet speed limit threshold, idling threshold, etc.).

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Driver Settings

You can configure the driver email and Hours of Service settings of the in-cab devices in your fleet.

Driver settings, along with descriptions of them, and guidelines for how to enter a value for each setting, are listed in the tables below.

Initially, all drivers are assigned to the Default group.

Your Portal account initially assigns all drivers to the Default Driver Settings group.

If you move a driver to a new Driver Settings group, then

Create Settings

To add a driver settings group to your Rand McNally Connect web portal account, click Add New Group.

Select the Settings tab and create a driver settings group name, then configure your settings according to the specifications in the following sections.

Driver Email Settings

Driver Email Setting	Description	Value	Range
Driver Email Priority	Communication mode preference for personal driver emails (if personal email is enabled). Note that the satellite communication option is available on TPC 7600 units with the satellite option.	*Satellite, Cellular or Wi-Fi, Cellular or Wi-Fi, Wi-Fi.	N/A
Daily Email Limit	The number of driver emails allowed per day, including both sent and received.	N/A	Value must be between 0 and 500.

* Satellite communication available as an option on the TPC 7600 in-cab device. Scanning and satellite communication are not

Select Allow Driver Email to allow the driver to send personal emails from the in-cab unit.

Hours of Service

Hours of Service Setting	Description	Value	Range
Hours of Service Type	HOS rules to be used when driver is logged onto the in-cab unit.	HOS rules include No HOS, US 7-Day, US 8-Day, GeoAware US 8-Day/Canada 7-Day.	N/A
Minimum Off-duty Minutes	Prevents the driver from entering an off-duty status time period that is less than the specified amount of time.	Minutes	Must be between 0 and 120. Set to 0 to allow off-duty statuses of any length.
Minimum Pre-trip Minutes	Prevents the driver from entering a pre-trip entry less than the specified amount of time before they enter into Drive status (pre-trip statuses include a Trip Info or On Duty status). For example, if you set 15 minutes as the value, the driver will be required to enter a Trip Info entry or an On Duty status at least 15 minutes before he/she enters into Drive status. The driver's 14-hour timer begins when the pre-trip entry is submitted.	Minutes	Must be between 0 and 60. If the value is greater than 0, the driver is required to enter a pre-trip (either a Trip Info entry or On Duty status) before entering into Drive status. Set value to 0 to allow driver to begin their 14-hour timer without a pre-trip entry.
Minimum Drive Miles	Sets the number of recorded miles the vehicle must travel before the in-cab unit automatically places the driver in Driving status. Once the mileage threshold is met, the Driving status is updated to represent the time and miles from the beginning of movement.	Miles	Must be between 0.1 and 3.
HOS Logoff Status	A prompt is displayed to the driver when they log out of the in-cab unit, allowing them to select the HOS status they would like to make current. If the driver does not select a status when prompted, they will be placed in the status specified here. No prompt message will be displayed if "No Prompt" is selected.	Statuses include No Prompt, Keep Current Status, Sleeper Berth, Off Duty.	N/A
HOS Driver Lockout Seconds	The amount of time a driver must wait once they have stopped driving before they can change their status manually. If no status has been selected before 5 minutes, the system automatically puts the driver in On-Duty.	Seconds	Must be between 10 and 1200 (20 minutes).

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Select Certification Reminder to send an alert to the in-cab unit if the driver has outstanding uncertified logs.

Select Disable 16-Hour Rule to disable the 16-hour exception option on the in-cab unit.

Select Disable Editing to disable the driver's ability to edit his/her logs once they have been recorded.

Select Disable Un-Certification to disable the driver's ability to uncertify their logs once he/she has certified them.

Select Allow Personal Conveyance to enable the driver's use of the Personal Conveyance mode if your organization permits personal use of the vehicle. This enables the driver to record personal use of the vehicle without counting against their Hours of Service.

Select Disable Manual Driving to disable the driver's ability to select the manual driving option. If you select this setting, the driver will not be able to enter driving time manually either

before or after driving time occurred (i.e. a log edit). The only driving time recorded will be the driving automatically detected by the in-cab device.

Select Disable Mandatory Break if you follow the short-haul exemption and would like to turn off the 30-minute mandatory break.

To save your results, click Save.

Add Members

To add members to your driver settings group, select the Members tab, then click Edit.

To add more than one name at a time to the group, click the check box next to the names you would like to add to the group, then click the icons.

To add names one at a time to the group, drag & drop the names from one side to the other.

Selecting the check box on the top of the list will move many names to the other side at once. This will move the first 50 names at once.

You can also search for a specific driver by entering their name in the search box.

To save the group, click Save.

Edit & Delete Driver Groups

To edit driver settings or the members assigned to specific driver groups, enter the name of the group you would like to edit in the text box or click the icon to select from a drop-down list, then click Edit.

You can then edit the name of the driver group, the settings assigned to the group and the members within in it the same way you did when you set up the group initially. When you have made all necessary changes, click Save.

To delete a driver settings group, enter the name of the group you would like to delete in the text box or click the icon to select from a drop-down list, then click Delete Group.

Save Driver Settings Record

For your records, you can download the list of drivers assigned to a selected Driver Settings group to a spreadsheet format by clicking Export To Excel.

Vehicle Settings

You can configure the communication, log-on, location, system, performance, and power settings of the in-cab unit.

Vehicle settings, along with descriptions of them, and guidelines for how to enter a value for each setting, are listed in the tables below.

Create Settings

Select the Settings tab and create a vehicle settings group name, then configure your settings according to the specifications in the following sections.

Communication Settings

Communication Setting	Description	Value	Range
Max Wi-Fi Upload Wait Minutes*	Amount of time the TPC 7600 tries to send a scan over Wi-Fi before trying to send over cellular.	Minutes	Value must be between 0 and 2880. If set to 0, scans will never be sent over cellular.

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Satellite Wait Minutes*	Amount of time the TPC 7600 will wait after losing Wi-Fi or cellular connections before sending data over satellite. This gives the other communication modes a chance reestablish.	Minutes	Value must be between 0 and 240.

* Satellite communication available as an option on the TPC 7600 in-cab device. Scanning and satellite communication are not enabled on the TND™ 760 or HD 100 in-cab devices.

Log-on Settings

Log-on Setting	Description	Value	Range
Log-on Application	Indicates the application that is shown when the driver logs into the in-cab unit.	Options include Default, HOS, Mail, Menu, Third-Party App.	N/A

Select ○ Hide Driver Logon to show the Driver ID as asterisks as it is entered (******).

Select ○ Disable Logon Reminder to disable the logon alert on the in-cab unit, which prompts the driver to log in if the engine is on. If the vehicle is in motion with the ignition on, the prompt will continue regardless of this setting.

Location Settings

Location Setting	Description	Value	Range
Terrestrial GPS Reporting Meters	Distance between GPS position reports breadcrumb?? while in a Wi-Fi or cellular communication mode. If a value is set, it is used in conjunction with terrestrial GPS reporting seconds, and both criteria have to be met to trigger a new GPS report.	Meters	Value must be between 0 and 50,000. A value of 0 disables terrestrial GPS-recorded reporting on distance.
Terrestrial GPS Reporting Seconds	Time between GPS position reports while in a Wi-Fi or cellular communication mode. If a value is set, it is used in conjunction with terrestrial GPS reporting meters, and both criteria have to be met to trigger a new GPS report.	Seconds	Value must be between 1200 and 7200 (20 and 120 minutes). A value of 0 disables terrestrial GPS-recorded reporting on time.
Satellite GPS Reporting Meters*	Distance in meters between position reports while in satellite communication mode. If a value is set, it is used on conjunction with satellite GPS reporting seconds, both criteria have to be met to trigger a new GPS report.	Meters	Value must be between 0 and 50,000. A value of 0 disables satellite GPS-recorded reporting on distance.
Satellite GPS Reporting Seconds*	Time between GPS position reports while in satellite communication mode. If a value is set, it is used in conjunction with satellite GPS reporting meters, both criteria have to be met to trigger a new GPS report.	Seconds	Value must be between 1800 and 7200 (30 and 120 minutes). Value must be set higher than terrestrial GPS reporting time. A value of 0 disables satellite GPS-recorded reporting on time.

* Satellite communication available as an option on the TPC 7600 in-cab device. Scanning and satellite communication are not currently enabled on the TND™ 760 or HD 100 in-cab devices.

System Settings

System Setting	Description	Value	Range
Minimum Volume %	Prevents the driver from setting the volume on the in-cab unit below the selected percentage value.	Percentage	Value must be between 0 and 100. A value of 0 allows the driver to mute the volume.
Backlight %	Sets the default brightness of the screen when the in-cab unit is turned on. A driver can modify the brightness after the unit boots up.	Percentage	Value must be between 0 and 100.

Select ○ Important Message Alert to activate an audible beep and light indicator when the driver receives an important mail message. The in-cab unit will continue beeping until the driver views the message. The light indicator is only available on the Drive-Safe display.

Select ○ Driver Override Important Message Alert to enable the driver to stop the notification beep

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on important messages by tapping the screen on the in-cab unit. If unselected, driver must read the message to stop the notification beep.

Select Enable Audible Alert When Speeding to activate audible alerts on the in-cab unit when driver is speeding.

Select Enable Four Row Keyboard to enable the on-screen keyboard to be four rows high.

Select Enable DVIR to enable the DVIR feature on the in-cab unit.

Select Enable DVIR Notifications to enable DVIR-related notifications on the in-cab unit.

Performance Settings

Performance Setting	Description	Value	Range
FE (Fuel Efficiency) Over Speed MPG	Value of highest speed allowed for fuel efficiency, as determined by the fleet.	MPH	Value must be over 35 MPH and less than 90 MPH. A value of 0 disables this limit.
FE (Fuel Efficiency) Over Speed Warning Seconds	Specifies how long a driver must be going faster than the set fuel-efficient speed before they receive a warning message on the in-cab unit.	Seconds	Value must be between 0 and 600 (10 minutes). A value of 0 disables this driver warning.
FE (Fuel Efficiency) Over Speed Reporting Seconds	Specifies how long a driver must be going faster than the set fuel-efficient speed before an event is logged and the speeding time is added to their driver performance data.	Seconds	Value must be between 0 and 1199 (just below 20 minutes). Value must be greater than the warning time. A value of 0 disables Fuel Efficiency Over Speed manager alerts and driver warnings.
Cruise Over Speed MPH	Value of highest speed allowed while using cruise control, as determined by the fleet.	MPH	Value must be over 35 MPH and less than 90 MPH. A value of 0 disables this limit.
Cruise Over Speed Warning Seconds	Specifies how long a driver must be going faster than the set speed while using the cruise control before they receive a warning message of the in-cab unit.	Seconds	Value must be between 0 and 600 (10 minutes). A value of 0 disables this driver warning.
Cruise Over Speed Log Seconds	Specifies how long a driver must be going faster than the set speed while using cruise control before an event is logged and the speeding time is added to their driver performance data.	Seconds	Value must be between 0 and 1199 (just below 20 minutes). Value must be greater than the warning time. A value of 0 disables Cruise Over Speed manager alerts and driver warnings.
Over Speed MPH	Value of highest speed allowed, as determined by the fleet.	MPH	Value must be between 35 MPH and 90 MPH. A value of 0 disables this limit.
Over Speed Warning Seconds	Specifies how long a driver must be going faster than the set over speed value before they get a warning message on the in-cab unit.	Seconds	Value must be between 0 and 600 (10 minutes). A value of 0 disables this driver warning.
Over Speed Log Seconds	Specifies how long a driver must be going faster than the set over speed value before an event is logged and the speeding time is added to their driver performance data.	Seconds	Value must be between 0 and 1199 (just below 20 minutes). Value must be greater than the warning time. A value of 0 disables Over Speed manager alerts and driver warnings.
Over Idle Warning Seconds	Specifies how long a driver must be idling their vehicle before they get a warning message on the in-cab unit.	Seconds	Value must be a value between 0 and 3600 (60 minutes). A value of 0 disables this driver warning.
Over Idle Log Seconds	Specifies how long a driver must be idling their vehicle before an event is logged and the time spent idling in excess of this value will be added to their driver performance data.	Seconds	Value must be between 0 and 7200 (120 minutes). The value must be greater than the warning time. A value of 0 disables Over Idle

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			Log manager alerts and driver warnings.
Over RPM Warning Seconds	Specifies how long a driver must rev their engine over the specified RPM value (set in vehicle type settings) before they receive a warning alert on the in-cab unit.	Seconds	Value must be between 0 and 600 (10 minutes). A value of 0 disables this driver warning.
Over RPM Log Seconds	Specifies how long a driver must rev their engine over the specified RPM value (set in vehicle type settings) before an event is logged and the over RPM time is added to their driver performance data.	Seconds	Value must be between 0 and 1199 (less than 20 minutes). A value of 0 disables Over RPM Log manager alerts and driver warnings.
Over Throttle %	Value of highest allowed throttling, as determined by the fleet. This relates the position of the gas pedal.	Percentage	Value must be between 75 and 100. A value of 0 disables over-throttle limit.
Over Throttle Warning Seconds	Specifies how long the driver must over throttle before they receive a warning alert on the in-cab unit.	Seconds	Value must be between 0 and 600 (10 minutes). A value of 0 disables this driver warning.
Over Throttle Log Seconds	Specifies how long the driver must over throttle before an event is logged and the time is added to their driver performance data.	Seconds	Value must be between 0 and 1199 (just below 20 minutes). The value must be greater than the warning time. A value of 0 disables Over Throttle Log manager alerts and driver warnings.

Power Settings

Power Setting	Description	Value	Range
Dim Screen Seconds	Amount of time of inactivity before the in-cab unit display will dim.	Seconds	Value must be between 0 and 3600 (60 minutes). A value of 0 will disable screen dimming.
Power Off Screen Seconds	Amount of time of inactivity before the in-cab unit's screen will power off.	Seconds	Value must be between 0 and 10,800 (180 minutes, or 3 hours). A value of 0 will disable the screen power off. The value must be greater than the dim screen time.
Power Off Computer Seconds	Amount of time of inactivity before the in-cab unit itself will power off. The ignition must be turned off for this to take effect.	Seconds	Value must be between 0 and 36,000 (600 minutes, or 10 hours). A value of 0 will disable the power off. Value must be greater than the power off screen time.
Message Check Wake-up Count*	When the in-cab unit is turned off, this specifies the number of times the in-cab unit will turn on and check for important messages before it stays off. This feature only works with the safe driving display.	N/A	Value must be between 0 and 100.
Sleep Minutes Between Wakes*	Amount of time between each important message check when the in-cab unit is turned off.	Minutes	Value must be between 5 and 1080 (18 hours). A value of 0 will disable this feature.

*Applies to the TPC 7600 in-cab device only.

Trailer Settings

Select Disable ABS Trailer Tracking to prevent the ABS Trailer Tracking System from reporting on the Connect Portal or the in-cab unit.

Workflow Settings

Select Enable Workflow to allow the in-cab unit to receive and process Workflows.

Select Enable Shared Outbox to allow users to share content of the Outbox with all other users that log on to that particular unit.

Motion Interlock Settings

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Select Show Drive Safe Screens to enable the drive-safe screens when the vehicle is in motion. If unchecked, the in-cab unit allows full functionality while in motion (NOTE: this is only to be used with team drivers).

Select Allow Keyboard Use to allow use of the keyboard while the vehicle is in motion.

Select Allow Viewing Email to allow the driver to view mail messages while the vehicle is in motion.

Assign Members

To add members to your vehicle settings group, select the **Members** tab, then click Edit.

To add more than one name at a time to the group, click the check box next to the names you would like to add to the group, then click the icons.

To add names one at a time to the group, drag & drop the names from one side to the other.

Selecting the check box on the top of the list will move many names to the other side at once. This will move the first 50 names at once.

You can also search for a specific vehicle by entering the vehicle number in the search box.

To save the group, click Save.

Edit & Delete Vehicle Groups

To edit vehicle settings or the members assigned to specific vehicle groups, enter the name of the group you would like to edit in the text box or click the icon to select from a drop-down list, then click Edit.

You can then edit the name of the vehicle group, the settings assigned to the group and the members within in it the same way you did when you set up the group initially. When you have made all necessary changes, click Save.

To delete a vehicle group, enter the name of the group you would like to edit in the text box or click the icon to select from a drop-down list, then click Delete Group.

Save Vehicle Settings Record

For your records, you can download the list of vehicles assigned to a selected vehicle settings group to a spreadsheet document by selecting the Members tab and clicking Export To Excel.

Vehicle Type Settings

You can configure the RPM at which an "over RPM" event is recorded and available in reports in the Connect Web portal and assign different over RPM values to different vehicle groups within your fleet.

Vehicle type settings, along with descriptions of them, and guidelines for how to enter a value for each setting, are listed in the table below.

Create Settings

To add a vehicle type group your Connect web portal account, click Add Group.

Vehicle Type Setting	Description	Value	Range
Over RPM	value of highest RPM value allowed on this vehicle.	RPM	Value must be between 800 and 3000. A value of 0 will disable this feature.

Assign Members

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To add members to your vehicle type settings group, select the **Members** tab, then click Edit.

To add more than one name at a time to the group, click the check box next to the names you would like to add to the group, then click the icons.

To add names one at a time to the group, drag & drop the names from one side to the other.

Selecting the check box on the top of the list will move many names to the other side at once. This will move the first 50 names at once.

You can also search for a specific vehicle by entering the vehicle number in the search box.

To save the group, click Save.

Edit & Delete Vehicle Type Groups

To edit vehicle type settings or the members assigned to specific vehicle type groups, enter the name of the group you would like to edit in the text box or click the icon and select from the drop-down menu, then click Edit.

You can then edit the name of the vehicle type group, the settings assigned to the group and the members within in it the same way you did when you set up the group initially.

Save Vehicle Settings Record

For your records, you can download the list of vehicles assigned to a selected vehicle type settings group to a spreadsheet document by selecting the **Members** tab and clicking Export To Excel.

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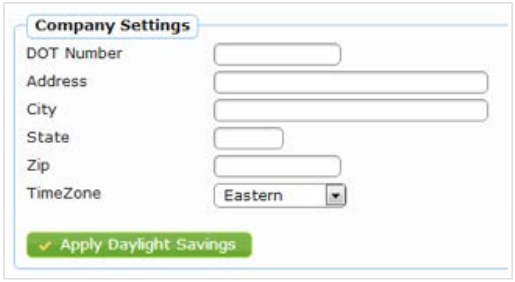
Company Settings

Company information displays in the HOS application on the in-cab device for reference for both the driver and law enforcement officers who view logs on the device.

Create Settings

To add company information to your Portal account, click Add Group.



Select the **Settings** tab, add your company name and enter the following company information:

- DOT Number
- Address
- City
- State
- Zip
- Time Zone (Atlantic, Eastern, Central, Mountain, Western, Alaskan)

Select Apply Daylight Savings to apply daylight savings to your company's time zone.

Email Contacts

Fleet-wide Mail Contact List Option

You can select to add up to 25 other Mail message recipient options for frequently used contacts, such as specific fleet managers or even customer contacts, which will then be present on all of the in-cab devices in your fleet.

Enter the Alias (name) of the person or business in the Alias text box, and their email address

Assign Members

To add members to your company, select the **Members** tab, then click Edit (for most organizations, you will probably want to create one company group and add all members to it).

To add more than one name at a time to the group, click the check box next to the names you would like to add to the group, then click the icons.

To add names one at a time to the group, drag & drop the names from one side to the other.

Selecting the check box on the top of the list will move many names to the other side at once. This will move the first 50 names at once.

You can also search for a specific vehicle by entering the vehicle number in the search box.

To save the group, click Save.

Edit & Delete Company Groups

To edit company information, email contacts settings or the members assigned to specific company groups, enter the name of the group you would like to edit in the text box or click the icon and select from the drop-down menu, then click Edit.

You can then edit the name of the company group, the company informatio, settings and the members within in it the same way you did when you set up the group initially.

To delete an entire company group, enter the name of the group you would like to delete in the text box or click the icon and select from the drop-down menu, then click Delete Group.

Save Vehicle Settings Record

For your records, you can download the list of vehicles assigned to a selected company group to a spreadsheet document by selecting the Members tab and clicking Export To Excel.

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Manager Role Settings

You can create various groups of managers and assign them specific access to editing capabilities and access to information within the portal. Use this feature to create different groups for fleet managers, safety managers, dispatchers, and more.

Create Settings

To add a manager group to your Portal account, click Add Group.

Select the **Settings** tab, create a manager group name and select the following editing and access abilities:

- Edit Drivers — allows managers to edit driver information
- Edit Vehicles — allows manager to edit vehicle information
- Edit Managers — allows manager to edit manager information
- Edit Form Definitions — allows manager to edit forms
- Edit HOS Logs — allows manager to edit Hours of Service logs
- Download DTScan Files — allows manager to download scanned files to their computer*
- Edit Reporting Groups — allows manager to edit reporting groups
- Edit Settings — allows manager to edit settings, values and group members

Allow Re-Register TruckPC allows manager to be able to send re-register requests to in-cab device

To save the settings, click Save.

* In-cab scanning available as an optional accessory with the TPC 7600 in-cab device. Scanning is not currently enabled on the TND™ 760 or HD 100 in-cab devices.

Fleet-wide Mail Contact List Option

You can select to add up to 25 other Mail message recipient options for frequently used contacts, such as specific fleet managers or even customer contacts, which will then be present on all of the in-cab devices in your fleet.
Enter the Alias (name) of the person or business in the Alias text box, and their email address in Address field.

Assign Members

To add members to your manager group, select the **Members** tab, then click .

To add more than one name at a time to the group, click the check box next to the names you would like to add to the group, then click the icons.

To add names one at a time to the group, drag & drop the names from one side to the other.

Selecting the check box on the top of the list will move many names to the other side at once. This will move the first 50 names at once.

You can also search for a specific manager by entering the manager's name in the search box.

To save the group, click Save.

Edit & Delete Manager Role Groups

To edit company information, email contacts and settings or the members assigned to specific company groups, enter the name of the group you would like to edit in the text box or click the icon and select from the drop-down menu, then click Edit.

You can then edit the name of the company group, the company information, settings and the members within in it the same way you did when you set up the group initially.

To delete an entire manager role group, enter the name of the group you would like to delete in the text box or click the icon and select from the drop-down menu, then click Delete Group.

Save Vehicle Settings Record

For your records, you can download the list of managers assigned to a selected manager role group to a spreadsheet document by selecting the **Members** tab and clicking Export To Excel.

Terminal Settings

The Terminal Settings feature enables you to input terminal information, which displays in the HOS application on the in-cab unit for the driver's reference, as well as for law enforcement officers when they request the driver's logs.

Create Settings

To add a terminal to your Connect portal account, click Add Group.

Select the **Settings** tab, add the terminal name and enter the following terminal information:

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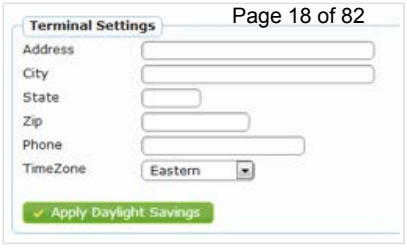

- Address
- City
- State
- Zip
- Phone
- Time Zone (Atlantic, Eastern, Central, Mountain, Western, Alaskan)

Select Apply Daylight Savings to apply daylight savings to your terminal's time zone.

To save the settings, click Save.

Assign Members

To add members to your terminal group, select the **Members** tab, then click Edit.

To add more than one name at a time to the group, click the check box next to the names you would like to add to the group, then click the icons.

To add names one at a time to the group, drag & drop the names from one side to the other.

Selecting the check box on the top of the list will move many names to the other side at once. This will move the first 50 names at once.

You can also search for a specific driver by entering the driver's name in the search box.

To save the group, click Save.

Edit & Delete Manager Role Groups

To edit terminal group settings or the members assigned to specific terminal groups, enter the name of the group you would like to edit in the text box or click the icon and select from the drop-down menu, then click Edit.

You can then edit the name of the terminal group, the terminal group information, and the members within in it the same way you did when you set up the group initially.

To delete an entire terminal group, enter the name of the group you would like to delete in the text box or click the icon and select from the drop-down menu, then click Delete Group.

Save Vehicle Settings Record

For your records, you can download the list of drivers assigned to a selected terminal group to a spreadsheet document by selecting the **Members** tab and clicking Export To Excel.

Email Alerts

The Email Alerts feature enables managers to receive email notifications of performance and compliance events that occur on the road, even when they are not in front of their computer at the office.

To add email alerts, click + Add Alert. Enter your email address and select which alerts you would like to receive.

- Accident
- Emergency

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- Deceleration
- *Tire Pressure
- CC on HOS Fax/Email
- Driving While Logged Off
- DVIR Has Defects
- Jbus Fault

To edit the email address or alerts received of a manager, click the icon, make your changes, then click Submit.

To delete a manager from the alert list, click the icon, then click Delete.

	Email Address	Accident	Emer-gency	Decel-eration	Tire Pressure	CC on HOS Fax/Ema	HOS Violation	Driving While Logged Off	DVIR has defect(s)
	email@abctrucking.com	✔	✔	✔		✔			
	email@abctrucking.com			✔					
	email@abctrucking.com	✔	✔	✔					
	email@abctrucking.com		✔	✔					
	email@abctrucking.com	✔	✔						
	email@abctrucking.com	✔	✔	✔					
	email@abctrucking.com			✔					

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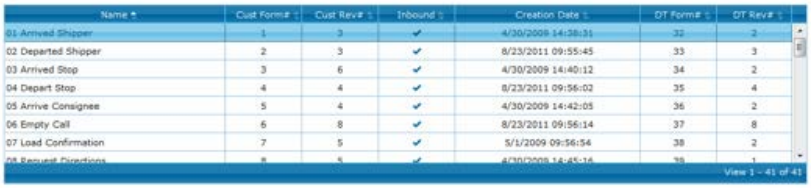
* Tire Pressure Monitoring available as an accessory with the TPC 7600 in-cab device. Tire Pressure Monitoring is not currently enabled on the TND™ 760 or HD 100 in-cab devices.

Forms

The Forms feature allows you to create form-based messages so that you can expedite and simplify communication between you and your drivers. The directions below outline how to create, edit and disable forms within the portal.

However, if you create or edit forms outside of the portal (i.e. with any third-party dispatch solution), select Update Forms Cache on the bottom-left of your screen to ensure that all created or edited forms from your third-party solution have synced with those in your portal account.



Name *	Cust Form#	Cust Rev#	Inbound	Creation Date	DT Form#	DT Rev#
01 Arrived Shipper	1	3	✔	4/30/2009 14:38:31	32	2
02 Departed Shipper	2	3	✔	8/23/2011 09:55:45	33	3
03 Arrived Stop	3	6	✔	4/30/2009 14:40:12	34	2
04 Depart Stop	4	4	✔	8/23/2011 09:56:02	35	4
05 Arrive Consignee	5	4	✔	4/30/2009 14:42:05	36	2
06 Empty Call	6	8	✔	8/23/2011 09:56:14	37	8
07 Load Confirmation	7	5	✔	5/1/2009 09:56:54	38	2
08 Request Directions	8	5	✔	4/30/2009 14:45:16	39	1

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Create Form

To add a form, click + Add Form. Fill in the **Form Name**, **Cust Form #**, and **Cust Rev #** fields.

Select ✔ Inbound to specify the form is one that will be sent from the driver to the fleet.

Enter form language in the body of the form. You can choose to preview the form before you save it. Click Preview >. When you are satisfied when the form, click Save.

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Edit & Disable Forms

To edit a preexisting form, select the desired form by clicking on it in the spreadsheet list, then click Edit. Make the desired changes, then click Save.

You can also choose to disable a form. This will remove the form either from the drop-down for forms in the portal Mail application or on the in-cab unit, if it has been selected as an Inbound message. Click Deactivate to deactivate a form.

Patching

From time to time, Rand McNally will update the software version on your company's in-cab devices. The Patching feature allows you to view information related to any software updates that occur.

Queue Patches

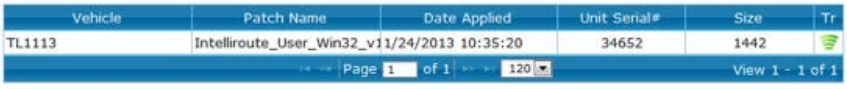
To view queued patches of a particular vehicle, enter the **Vehicle** in the text box or click the icon and select from the drop-down menu.

A spreadsheet will appear of information regarding any queued patches.

View Patch History

To view the patch history of one or more vehicles, search by **Vehicle** or **Vehicle Group**, enter the vehicle or vehicle group name in the text box or click the icon and select from the drop-down menu, enter a date range, and click Get Results.

A spreadsheet will appear of information regarding all previously queued patches.



Change Auditing

The Audit Report allows you to view any settings or information changes made by users of your Rand McNally Connect web portal account. This may include safety managers, dispatchers, administrators, and more.

To run the report, select from the following options below (**Managers**, **Drivers**, **Driver Reporting Group**, **Vehicle Reporting Group**, **Driver Settings**, **Vehicle Settings**, **Vehicle Type Settings**, **Company Settings**, **Manager Role Settings**, **Terminal Settings**, **Email Alert Settings**, **Patches**, **All**) enter a date range, and click Get Results. The Audit report can be run as far back as your initial implementation date with Rand McNally.

Once the Audit report has been generated, you can select the + icon next to a particular entry to show additional information about the settings change.

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Reports

The Reports application enables you to gain insight into your fleet's performance so you can make sense of what happens on the road, whether you want to run reports for one driver or vehicle, a particular group of drivers or vehicles, or your whole fleet. The Reports application allows you to manage driver and vehicle performance data, fuel consumption by state, diagnostic fault codes for vehicle maintenance purposes, and more.

Note: All times listed next to entries in Reports correspond to the time zone of the manager who is viewing the report, assigned to the manager in the Management section of the portal (**Management > Administration**).

Reports, along with descriptions of them, are listed in the table below:

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Report Name	Description
Deceleration Events	Reports on the number of rapid deceleration events and lists the greatest change in MPH experienced. Report can be run for a specific driver or vehicle, and driver or vehicle group.
Scanned Documents	Provides information on previously scanned documents and the data consumed to send scanned documents from the in-cab device. Report can be run for a specific driver or vehicle, driver or vehicle group, or all vehicles.
Events and Positions	Reports on vehicle and driver information for location updates and events such as over-idling, speeding, over RPM, etc. Report can be run for a specific driver or vehicle, and driver or vehicle group.
Vehicle/Driver Info	Reports on the most recent driver and vehicle information (last location, HOS status, whether they are currently logged onto the in-cab unit, etc.). Report can be run for a specific vehicle or driver. Includes options to view statuses (over idling, over RPM, speeding, etc.), messages, fault codes, patch history and DVIR entries associated with selected driver or vehicle.
State Mileage	Provides state-by-state breakdown of fuel consumption and miles traveled. Report can be run for a specific vehicle, vehicle group, or all vehicles.
State Line Crossings	Reports on all state and provincial line crossings recorded, as well as the time stamp and odometer reading at the time of the crossing.
**Trailer Events	Reports on drop & hook information. Report can be run for a specific vehicle, vehicle group, or all vehicles.
Trip Report	Report acts as an electronic “trip sheet”, summarizing critical details for each trip taken, including starts, stops, miles driven, fuel consumption, events (speeding, idling, etc.).
Fault Codes	Reports on generated ECM fault codes and corresponding information for a selected time interval. Report can be filtered by fault code type and can be run for a specific vehicle, vehicle group, or all vehicles.
Vehicle Inconsistency	The Vehicle Inconsistency tab displays any power loss or sensor jumps (see **Reports > Vehicle Inconsistency**) recorded by the driver’s in-cab unit during the selected time interval.
Driver	Reports on all of the most critical performance metrics. Report can be run for a selected

Performance – Driver Summary	driver or driver group.
Driver Performance – Driver Detail	Reports on an extended list of performance metrics, including an overview report, as well as specific reports for fuel, idle, speed, and cruise control. Report can be run for a selected driver or driver group.
Driver Performance – Driver Unassigned Data	Reports on all currently unassigned vehicle use data by driver name.
Vehicle Performance – Vehicle Summary	Reports on all of the most critical performance metrics. Report can be run for a selected vehicle or vehicle group.
Vehicle Performance – Vehicle Detail	Reports on an extended list of performance metrics, including an overview report, as well as specific reports for fuel, idle, speed, communications (*satellite, cellular, Wi-Fi usage) and cruise control. Report can be run for a selected vehicle or vehicle group.

* In-cab scanning accessory and satellite communication are available options for the TPC 7600 in-cab device. In-cab scanning and satellite communication are not currently enabled on the TND™ 760 or HD 100 in-cab devices.

**Trailer Events report is compatible with J1939-equipped vehicles that feature Meritor WABCO ABS (Anti-Lock Braking System).

Reports Overview

The portal enables you to configure reports so you can view exactly the information you need. Important configuration tools are described below.

Report Query

- Run your report for a single driver or vehicle, or a driver or vehicle group (or all, in some cases). The selected option will be highlighted in green and display a check mark.
- To find a particular driver or vehicle or driver or vehicle group, type the selected item in the text box or click the icon and select from the drop-down menu
- You can continue to search the drop-down menu options by clicking the << and >> options at the bottom of the menu

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Select Date Range

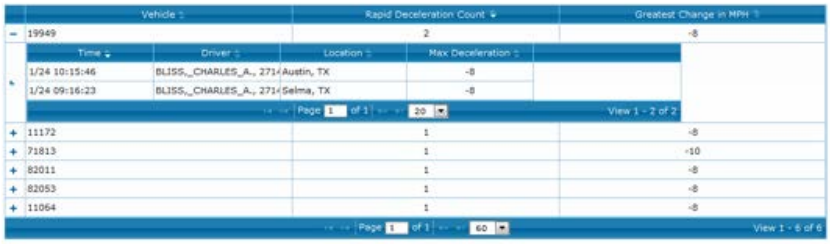
- Contains preset date ranges for quick selection
- Can also specify a specific date range

Configure the Spreadsheet

Once you've run the report, you can further configure the spreadsheet.

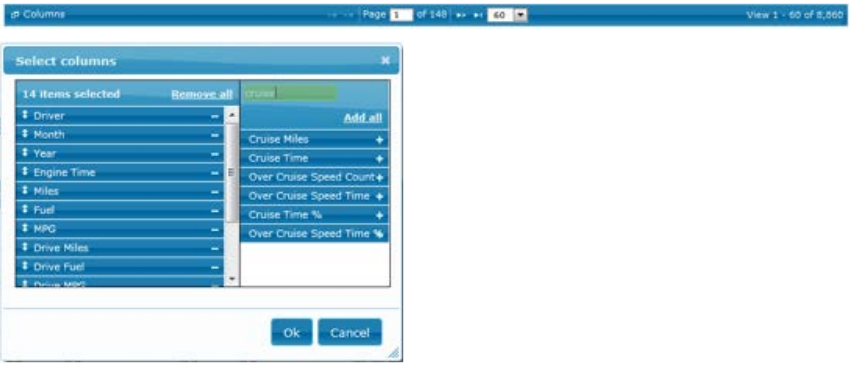
- Hovering your mouse over an item on the grid (like a column heading) will often provide a description of that item

- Columns are sortable. Click on the column heading to sort the report according to the specified metric. The arrow icons will show the sort direction (ascending or descending).
- Columns are resizable. Hover your mouse over the column lines to adjust the column width.
- Spreadsheet is resizable. Hover your mouse over the column line to change the width of the spreadsheet.
- Some reports enable you to display more detailed information. Select the + icon next to a particular driver or vehicle to show all possible metrics included in the report or a pop-up window which will display more information.



Customize Columns

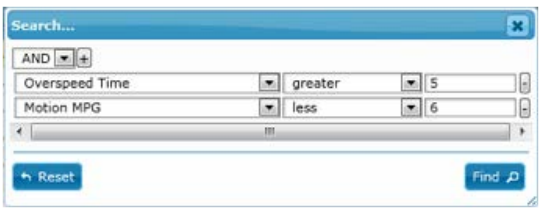
Some reports enable you to customize which columns you would like to view and in which order. Select the Columns option in the bottom-left corner of the spreadsheet to customize columns. A pop-up window will appear enabling you to configure the columns in your report by selecting + to add columns or − to remove columns. You can also configure the order of the columns by clicking and dragging the columns into the desired order.



Apply a Data Filter

Some reports feature a custom filter option. For example, you may want to filter the driver performance results to only show records where Miles are more than 1000 and Idle Time is more than 10 minutes.

Click Custom Filter , select **AND** or **OR** from the drop-down menu, then the + icon to add your first filter. You can then add your desired filter. Click the − icon to remove a filter. When you are satisfied with your filter(s), click Find . The filter(s) will then narrow your search results.



Save Reports

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You can download all reports you've generated to a spreadsheet format by clicking Export To Excel.

Deceleration Events Report

The Deceleration Events report displays the number of rapid deceleration events and lists the greatest change in MPH experienced during those events. The Deceleration Events report can be run for a specific driver or vehicle, and driver or vehicle group.

Run Report

Select to view report by **Driver**, **Driver Group**, **Vehicle** or **Vehicle Group**, enter the name of the entity you would like to report on, or click the icon and select from the drop-down menu. Select the time interval for the data you would like to view by clicking the icon, then click Get Results.

The Deceleration report can be run for as far back as one month from the current date.

Configure Report

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

Once the report has been generated, you can select the + icon next to a particular driver or vehicle to show all possible metrics included in the report. For example if you run the report by driver or vehicle group, clicking the + icon next to a selected driver or vehicle will display all the deceleration events of that particular driver or vehicle (including time, vehicle, location and the maximum deceleration of each event).

From here, click on an individual deceleration event entry. The Critical Event graph will then display, showing the speed, RPM, throttle status, and brake usage of the driver. The line graph shows 90 seconds surrounding the event: the 60 seconds before the event and the 30 seconds after.

You can also hover your mouse over the lines on the line graph to display how the four metrics listed above change as you move your cursor across the graph, giving you a second-by-second recreation of what occurred during the event.

In addition to the line graph visual, the Deceleration report features a second-by-second spreadsheet breakdown of the 90 seconds around a hard braking event, featuring metrics such as cruise control usage, clutch usage, distance and bearing.

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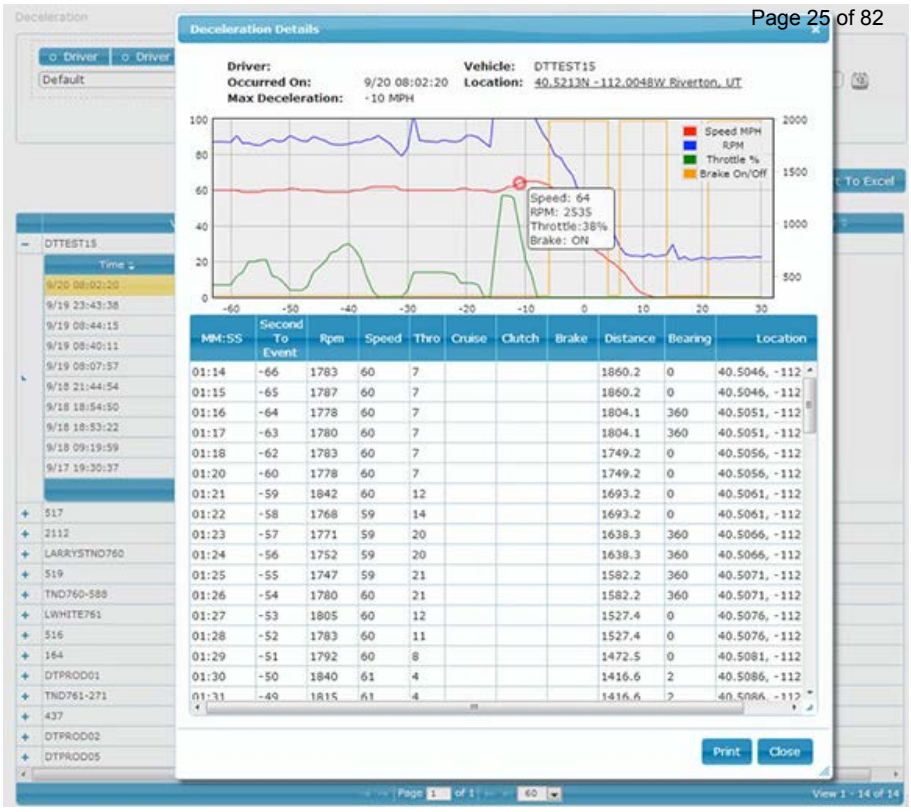

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Save Report

You can download the report you've generated to a spreadsheet format by clicking Export To Excel.

This will print all deceleration events in the report you've generated.

You can also select to print a specific deceleration event. Once you've selected the event, click Print at the bottom of the Critical Event graph window.

Trip Report

The Trip Report summarizes critical details for each of a driver's trip. Details displayed include start location, stop location, stop duration, miles driven, time spent driving, fuel consumption and idle time.

Run Report

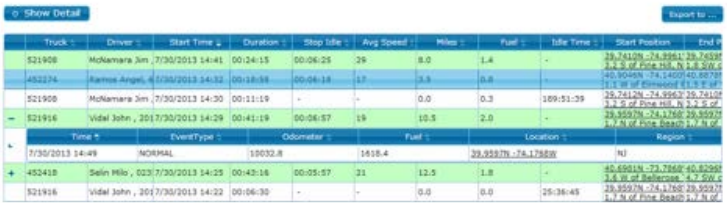
Select to view report by **Driver**, **Driver Group**, **Vehicle** or **Vehicle Group**, enter the name of the entity you would like to report on, or click the icon and select from the drop-down menu. Select the time interval for the data you would like to view by clicking the icon, then click Get Results. The Trip Report can be run for as far back as the last 90 days.

Configure Report

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

Each row of the Trip Report shows a summary of driving or the stop event recorded. Click Show Detail to view more information about each trip leg.

White columns indicate stop events and blue columns represent a leg of a trip.
Click the + icon next to a driver's name to see itemized information that occurred during that leg of the trip. For example, this would show the various GPS position updates that were received during a driving leg of a trip.



Save Report

You can also download the report you've generated to a spreadsheet format by clicking Export to ... , selecting Excel , then clicking Ok .

*DTScan (Scanning Report)

The Scanning Report provides information on previously scanned documents and the data consumed to send scanned documents from the in-cab device. The Scanning report can be run for a specific driver or vehicle, driver or vehicle group, or all vehicles.

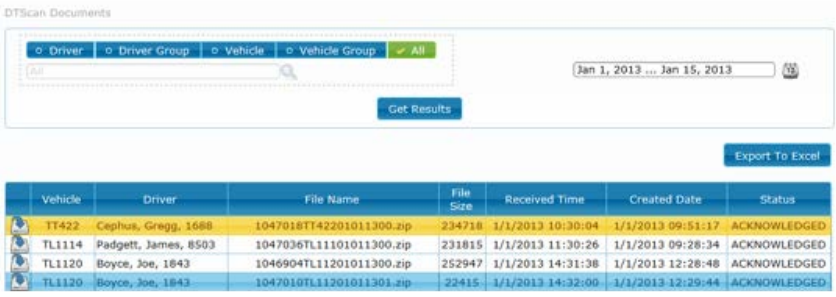
* In-cab scanning accessory and satellite communication are available options for the TPC 7600 in-cab device. In-cab scanning and satellite communication are not currently enabled on the TND™ 760 or HD 100 in-cab devices.

Run DtScan Documents Report

The **DTScan Documents** tab provides information on previously scanned documents.

Select the **DTScan Documents** tab.

Select to view report by **Driver**, **Driver Group**, **Vehicle**, **Vehicle Group**, or **All**, enter the name of the entity you would like to report on or click the icon and select from the drop-down menu. Select the time interval for the data you would like to view by clicking the icon, then click Get Results . The DTScan Documents report can be run for as far back as two weeks from the current date.



Configure Report

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

Save Report

You can download the report you've generated to a spreadsheet format by clicking Export To Excel .

Run DtScan Summary Report

The DTScan Summary tab provides information on the data consumed to send scanned documents from the in-cab device.

Select to view report by **Vehicle**, **Vehicle Group**, or **All**, enter the name of the entity you would

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like to report on or click the icon and select from the drop-down menu. Select the time interval for the data you would like to view by clicking the icon, then click Get Results. The DTScan Summary report can be run for as far back as two weeks from the current date.

Configure Report

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

Save Report

You can download the report you've generated to a spreadsheet format by clicking Export To Excel.

Events and Positions

The Events and Positions report displays the driver and vehicle location updates and events recorded from the in-cab unit, including over-idling, over RPM, ignition on/off, vehicle start/stop, and speeding events (both for exceeding the fleet-configured threshold, as well as the speed limit posted at the location of the event).

Run Report

Select to view report by **Driver, Driver Group**, **Vehicle**, or **Vehicle Group** and enter the name of the entity you would like to report on in the text box or click the icon and select from the drop-down menu. Select the time interval for the data you would like to view by clicking the icon, then click Get Results. The Events and Positions report can be run for as far back as two weeks from the current date.

Configure Report

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

When running the Log Overview report by Driver Group or All, the report will feature a search field on the Driver column. This feature will make searching for a particular driver easier, without having to run the report again by Driver. Enter text in the field below the Driver column heading and the search results will narrow.

If you select to view more than one day of data, you can select the icon next to a particular driver's name to show the day-by-day breakdown of HOS metrics. For example, if you run the report for a Driver Group for the current 8-day period, you can use this feature to view a particular driver's HOS day-by-day breakdown. This feature also displays the current HOS status of the selected driver.

You can also click on an individual day's log from the list to view it in graph format.

Indicates a vehicle inconsistency (see **Reports > Vehicle Inconsistency Report** for more information).

Indicates a log violation.

Indicates there are pending revisions of the selected log.

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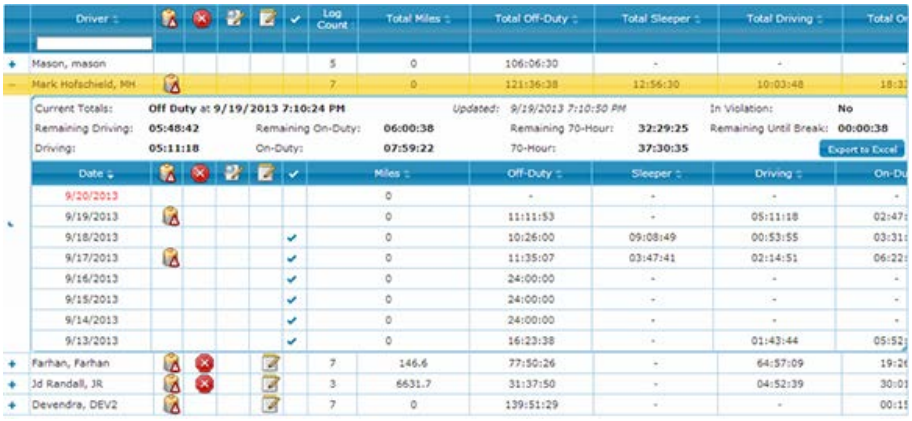
Indicates revisions have been made to the selected log.

Indicates the selected log has been certified.



Apply a Data Filter

Fields above the Vehicle and Driver spreadsheet columns enable you to search quickly for a particular vehicle or driver. Type the keyword in the field and click Enter and the report will filter accordingly.

You can also select to view a particular type of event or status by selecting from the drop-down menu above the Status column. For example, you may want to only view speeding or deceleration events. Click the desired status or event and the report will filter accordingly.

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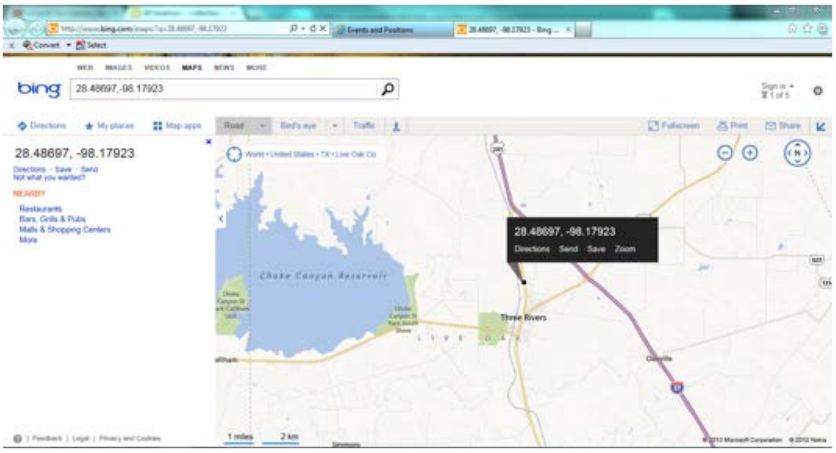


Save Report

You can also download the report you've generated to a spreadsheet format by clicking Export To Excel.

State Mileage

The State Mileage report provides a state-by-state breakdown of fuel consumption and miles traveled. The Regional Fuel report can be run for a specific vehicle, vehicle group, or all vehicles. You can also filter the report so you can more easily view state mileage and fuel consumption. This information can then be used when filing International Fuel Tax Agreement (IFTA) paperwork.

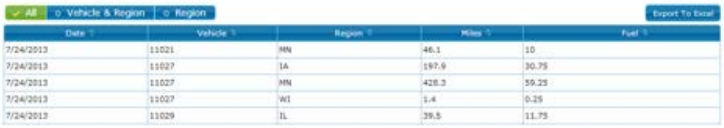
Run Report

Select to view report by **Vehicle**, or **Vehicle Group**, or **All**. Enter the name of the entity you would like to report on in the text box or click the icon and select from the drop-down menu.

Select the time interval for the data you would like to view by clicking the icon, then click Get Results. The Regional Fuel report can be run for as far back as the last six months.

Configure Report

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.



Apply a Data Filter

The default spreadsheet displays all data columns. Vehicle & Region and Region filters sum up the data so you can view them by region.

All – displays miles traveled and fuel consumed for each date in the selected date range by vehicle and state/province

Vehicle & Region – sums up miles traveled and fuel consumed for each vehicle by state/province

Region – sums up all miles traveled and fuel consumed by state/province

Save Report

You can also download the report you've generated to a spreadsheet format by clicking Export To Excel.

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State Line Crossing

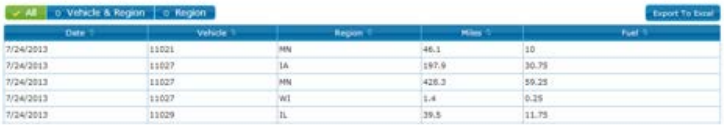
The State Line Crossing report enables you to view all state and provincial line crossings recorded. The report will display the time stamp and odometer reading recorded at the time of line crossing, as well as the state entered, and state exited.

Run Report

Select to view report by **Vehicle**, or **Vehicle Group**, or **All**. Enter the name of the entity you would like to report on in the text box or click the icon and select from the drop-down menu. Select the time interval for the data you would like to view by clicking the icon, then click Get Results. The State Line Crossing report can be run for as far back as the last six months.

Configure Report

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.



Save Report

You can also download the report you've generated to a spreadsheet format by clicking Export to ..., selecting Excel, then clicking Ok.

Trailer Events

The Trailer Events report provides information on all trailer drops and hooks. The Trailer Events report can be run for a specific vehicle, vehicle group, or all vehicles.

NOTE: Data will be provided in this report if the in-cab device is installed in a newer truck in which the transponder can sense the drop-off of a trailer.

Run Report

Select to view report by **Vehicle**, or **Vehicle Group**, or **All**. Enter the name of the entity you would like to report on, and click the icon. Select the time interval for the data you would like to view by clicking the icon, then click Get Results. The Trailer Events report can be run for as far back as two weeks from the current date.

Configure Report

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

Time	Vehicle	Trailer	Type	Location	Trailer Odo
1/9 10:31:46	707288	11b63101	Hook	Harrison, NJ	93208
1/9 11:38:45	707288	11b63101	Drop	West Paterson, NJ	93398
1/11 08:55:50	707288	11b63101	Hook	West Paterson, NJ	93397
1/11 09:30:50	707288	11b63101	Drop	Harrison, NJ	93588
1/2 08:43:38	366557	13b14503	Hook	Riverside, AL	464726

Save Report

You can download the report you've generated to a spreadsheet format by clicking Export To Excel.

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Vehicle/Driver Info

The Vehicle/Driver Info report displays the most recent driver and vehicle information (last location, HOS status, whether they are currently logged onto the in-cab unit, etc.). The Vehicle/Driver Info report can be run for a specific vehicle or driver.

The Vehicle/Driver Info report is useful for cases in which you want to view a significant amount of information about a particular vehicle or driver. The report features various sub-tabs including Information, Statuses, Messages, Fault Codes, Patch History and DVIR.

Run Report

Select to view report by **Driver** or **Vehicle**, enter the name of the entity you would like to report on in the text box or click the icon and select from the drop-down menu. Select the time interval for the data you would like to view by clicking the icon, then click Get Results. The Vehicle/Driver Information report can be run for as far back as two weeks from the current date.

Configure Report

Information Tab

The Information tab displays a summary of driver and vehicle information. It also provides several ways for you to interact with the selected driver or vehicle without having to move to other areas of the Portal to do so.

You can view a map location of where certain driver and vehicle information is recorded by clicking on the links in the report. You can view where the Ignition information was recorded, where the Driver Location was recorded, as well as where the most recent HOS status was

Select Ping Vehicle to obtain the driver or vehicle's current location. A pop-up window will then appear to confirm your request was sent successfully. A pop-up window will then appear asking you to confirm your request; click Ok.

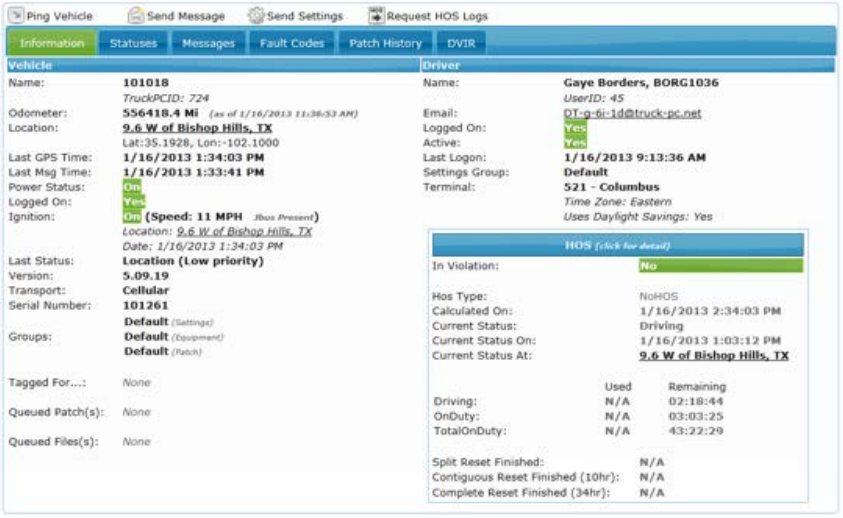
*NOTE: Pinging a vehicle consumes part of your monthly data plan (average is 1MB per vehicle; a fleet of 10 vehicles is allotted 10MB per month total, to be divided as the fleet sees fit).

Select Send Message to send a message to the driver or vehicle. The Compose New window will then appear, where you can type and send your message (see **Mail > Send New Message**).

Select Send Settings to ensure the driver or vehicle's in-cab unit has received any new settings that may have been changed in the Rand McNally Connect web portal. A pop-up window will then appear asking you to confirm your request; click Ok.

NOTE: The Send Settings feature may be used if you make a change to any system settings (see **Management > System Settings), and the driver or vehicle has not yet received these new settings. However, the system automatically pings any driver or vehicle that has their system settings changed, so this should be an infrequent occurrence. As a general rule, the in-cab unit may not receive its new settings until it is restarted. For example, if you select to send settings to a driver, the driver will receive its new settings when he/she logs on. Similarly, if you select to send settings to a vehicle, the vehicle will receive its new settings the next time the unit is powered on again.

Select Request HOS Logs to ensure you are viewing the driver's most recent log information in the Compliance reports. A pop-up window will then appear asking you to confirm your request; click Ok.

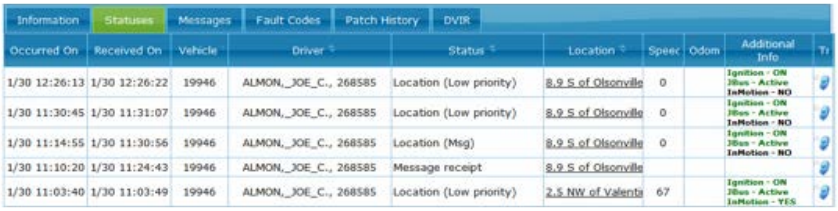


Statuses Tab

The Statuses tab displays information of the selected driver or vehicle (see **Reports > Events and Positions**), such as over idling, hard brakes, speed events, location updates, etc.

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

You can click on the location link next to the selected status update to view the location of where the status update was recorded.


Information
Statuses
Messages
Fault Codes
Patch History
DVIR
Occurred On | Received On | Vehicle | Driver | Status | Location | Speed | Odom | Additional Info
1/30 12:26:13 | 1/30 12:26:22 | 19946 | ALMON,_JOE_C., 268585 | Location (Low priority) | 8.9 S of Olsonville | 0 | | Ignition - ON J1bus - Active InMotion - NO
1/30 11:30:45 | 1/30 11:31:07 | 19946 | ALMON,_JOE_C., 268585 | Location (Low priority) | 8.9 S of Olsonville | 0 | | Ignition - ON J1bus - Active InMotion - NO
1/30 11:14:55 | 1/30 11:30:56 | 19946 | ALMON,_JOE_C., 268585 | Location (Msg) | 8.9 S of Olsonville | 0 | | Ignition - ON J1bus - Active InMotion - NO
1/30 11:10:20 | 1/30 11:24:43 | 19946 | ALMON,_JOE_C., 268585 | Message receipt | 8.9 S of Olsonville | | | Ignition - ON J1bus - Active InMotion - YES
1/30 11:03:40 | 1/30 11:03:49 | 19946 | ALMON,_JOE_C., 268585 | Location (Low priority) | 2.5 NW of Valenti | 67 | |

Messages Tab

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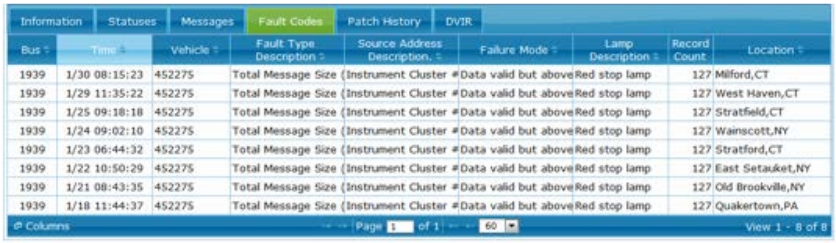
The Messages tab displays all sent and received messages to the selected driver.

Click on a message to read and respond to it. (see **Mail > Inbox (Read Messages)**).

Fault Codes Tab

The Fault Codes tab displays fault codes generated by the vehicle's ECM and corresponding information (see **Reports > Vehicle JBus Faults**) for the selected driver (in other words, the vehicle the selected driver is using) or vehicle.

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.


Information
Statuses
Messages
Fault Codes
Patch History
DVIR
Bus
Time
Vehicle
Fault Type Description
Source Address Description
Failure Mode
Lamp Description
Record Count
Location
1939 1/30 08:15:23 452275 Total Message Size (Instrument Cluster #1 Data valid but above Red stop lamp 127 Milford,CT
1939 1/29 11:35:22 452275 Total Message Size (Instrument Cluster #1 Data valid but above Red stop lamp 127 West Haven,CT
1939 1/25 09:18:18 452275 Total Message Size (Instrument Cluster #1 Data valid but above Red stop lamp 127 Stratfield,CT
1939 1/24 09:02:10 452275 Total Message Size (Instrument Cluster #1 Data valid but above Red stop lamp 127 Wainscott,NY
1939 1/23 06:44:32 452275 Total Message Size (Instrument Cluster #1 Data valid but above Red stop lamp 127 Stratford,CT
1939 1/22 10:50:29 452275 Total Message Size (Instrument Cluster #1 Data valid but above Red stop lamp 127 East Setauket,NY
1939 1/21 08:43:35 452275 Total Message Size (Instrument Cluster #1 Data valid but above Red stop lamp 127 Old Brookville,NY
1939 1/18 11:44:37 452275 Total Message Size (Instrument Cluster #1 Data valid but above Red stop lamp 127 Quakertown,PA
Columns
Page 1 of 1
60
View 1 - 8 of 8

Patch History Tab

The Patch History tab displays all software patches that were applied to the selected driver's or vehicle's in-cab unit (see **Management > Patching**).

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

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DVIR Tab

The DVIR tab displays all Vehicle Inspection Reports recorded on selected driver's or vehicle's in-cab unit (see **Compliance > Vehicle Inspection**).

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

Save Report

You can download the selected tab of the Vehicle/Driver Info report (including Statuses, Messages, Fault Codes, Patch History and DVIR) to a spreadsheet format by clicking Export To Excel on the selected tab.

Vehicle JBus Faults

The Vehicle JBus Faults report displays fault codes generated by the vehicle's ECM and corresponding information for a selected time interval. The report can be filtered by fault code

type and can be run for a specific vehicle, vehicle group, or all vehicles.

Run Report

Select to view report by **Vehicle**, **Vehicle Group**, or **All**, enter the name of the entity you would like to report on in the text box or click the icon and select from the drop-down menu. The Default filter displays all fault codes. Click the Filter By Fault Code: drop-down menu to narrow your results to only a particular fault code. Select the time interval for the data you would like to view by clicking the icon, then click Get Results. The Vehicle JBus Faults report can be run for as far back as six months from the current date.

NOTE: The Vehicle JBus Faults report Filter by Fault Code option displays all fault codes that are detected by all in-cab units installed in your organization's vehicles. There are fault codes that are universal across many truck Original Equipment Manufactuers (OEMs), while others are specific to certain vehicle makes and models. For this reason, if you run a report by a particular fault code filter, this may not apply to all of the vehicles in your organization if you have several types of makes or models.

Configure Report

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

Bus	Time	Vehicle	Driver	Fault Type Description	Source Address Description	Failure Mode	Lamp Description	Record Count	Location
1939	1/10 18:41:19	82146		Engine Coolant Level	Engine #1	Data valid but below	Red stop lamp	126	Pleasant Lake,MN
1939	1/6 13:59:04	82338	ROGERS,_RODNEY	Compressor Clutch Ci	Passenger-Operator C	Data valid but below	Red stop lamp	32	Addison,IL
1939	1/6 06:59:10	82146		Engine Coolant Level	Engine #1	Data valid but below	Red stop lamp	126	Pleasant Lake,MN
1939	1/12 23:00:01	82171	LISENBY,_JAMES,	Aftertreatment 1 SCR	Engine #1	Data valid but below	Protect lamp	1	Middletown,DE
1939	1/12 18:15:53	82171	LISENBY,_JAMES,	Diesel Particulate Filte	Engine #1	Condition exists	Protect lamp	2	Middletown,DE

Save Report

You can download the Vehicle JBus report you've generated to a spreadsheet format by clicking Export To Excel.

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Vehicle Inconsistency

The Vehicle Inconsistency report displays instances where the in-cab unit loses power or where unit experiences sensor jumps (i.e. gap in connectivity). The Vehicle Inconsistency report can be run for a selected vehicle or vehicle group.

Run Report

Select to view report by **Vehicle** or **Vehicle Group**, enter the name of the entity you would like to report on in the text box or click the icon and select from the drop-down menu. Select the time interval for the data you would like to view by clicking the icon, then click Get Results. The Vehicle JBus Faults report can be run for as far back as the month to date.

Configure Report

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

Loss of Power Tab

Select the Loss of Power tab to view instances where the in-cab unit loses power.

Once the Loss of Power report has been generated, you can select the + icon next to a particular vehicle to show additional metrics included in the report (including time, location, type (of loss of power event)).

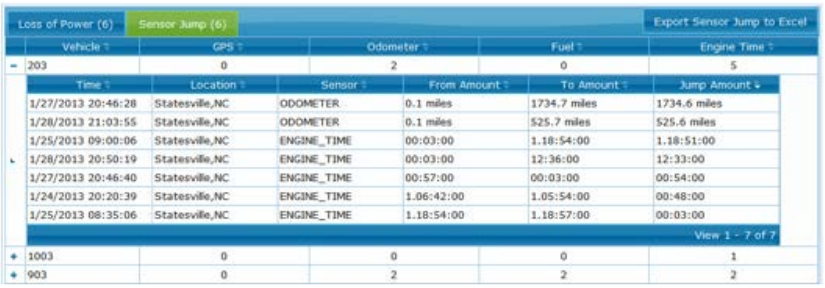
Loss of Power (130) | Sensor Jump (51) | Export Loss of Power to Excel

	Vehicle	Voltage Drop	Pow Key	Overheat	System Controller	Watchdog	Loss of Power	Host Command	BSOD	Unknown
+	11021	37	0	0	0	0	0	0	0	0
−	11027	1	0	0	0	0	2	0	0	0
	Time	Location	Type							
	1/12/2013 06:42:25	No GPS	LOSS OF POWER							
	1/11/2013 06:42:59	No GPS	LOSS OF POWER							
	1/11/2013 05:56:13	No GPS	VOLTAGE DROP							
	View 1 - 3 of 3									
+	11029	1	0	0	0	0	0	0	0	0

Sensor Jump Tab

Select the Sensor Jump tab to view instances where the in-cab unit experiences sensor jumps (such as a gap GPS or cellular communication).

Once the Sensor Jump report has been generated, you can select the + icon next to a particular vehicle to show additional metrics included in the report (including time, location, sensor, from amount, to amount, jump amount).



Save Report

You can download the Loss of Power report you've generated to a spreadsheet format by clicking Export Loss of Power to Excel.

You can download the Sensor Jump report you've generated to a spreadsheet format by clicking Export Sensor Jump to Excel.

Driver Performance: Driver Summary

The Driver Summary report displays all of the most critical driver performance metrics in an easy-to-view format. The Driver Summary report can be run for a selected driver or driver group.

Run Report

Select to view report by **Driver** or **Driver Group**, enter the name of the entity you would like to report on in the text box or click the icon and select from the drop-down menu. Select the time interval for the data you would like to view by selecting to view data either by Day, Week, Month, or Year, then clicking the icon to further narrow down your search, or by simply clicking the icon (the default tab is the Day search filter), then click Get Results.

The Driver Summary report can be run for as far back as there is data recorded in your Rand McNally Connect web portal account.

Driver Performance: Driver Detail

The Driver Detail report provides a vast array of performance metrics, including an overview report, as well as specific reports for fuel, idle, speed, and cruise control. The report can be run for a selected driver or driver group.

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The Driver Detail report is ideal for identifying both the top and bottom performers in your organization, giving you the analysis you need to reward the good drivers and coach the ones that demonstrate risky behavior. It is also useful if you would like to download a large amount of driver performance data to further manipulate in Excel format.

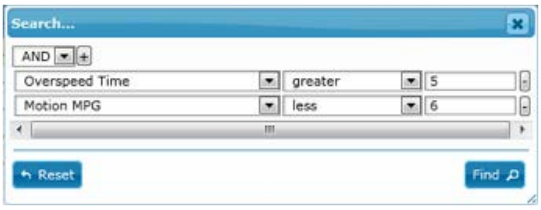
Run Report

Select to view report by **Driver** or **Driver Group**, enter the name of the entity you would like to report on or click the icon and select from the drop-down menu. Select the time interval for the data you would like to view by selecting to view data either by **Day**, **Week**, **Month**, or **Year**, then clicking the icon to further narrow down your search, or by simply clicking the icon (the default tab is the Day search filter), then click Get Results. The Driver Detail report can be run for as far back as there is data recorded in your Rand McNally Connect web portal account.

Configure Report

Columns of the report are sortable and customizable. Click on the column heading to sort the report according to the specified metric. To edit which columns you would like to view and in which order, select Customize Columns. You can then remove or add columns to the report, or move the order around by clicking and dragging the columns into the desired order.

You can select to see only certain drivers by placing one or more filters on the report results. This option is ideal for viewing only those drivers that fit certain criteria based on your organization's performance standards. Click Custom Filter, select AND or OR from the drop-down menu, then the icon to add your first filter. Click the icon to remove a filter. Then click Find. The filter(s) will then narrow your search results.



Overview Tab

The Overview tab provides all of the fields found on the Fuel, Idle, Speed and Cruise Control tabs on one spreadsheet (96 total metrics).

Driver	Month	Year	Engine Time	Miles	Fuel	MPG	Drive Miles	Drive Fuel	Drive MPG	Motion Time	Motion Time %	Idle Fuel	Idle Fuel %
Thomas Lay, 0912	1	2013	8.02:33:41	9394.4	1417.1	6.6	9375.6	1390.6	6.7	6.20:28:47	84.5%	30.4	2.1%
ROSS, 9035	1	2013	6.17:36:55	7995.3	1163.5	6.9	7986.5	1147.4	7.0	5.22:58:55	88.5%	19.4	1.7%
FRASCONE, 1915	1	2013	9.09:21:30	7889.4	1216.1	6.5	7875.2	1145.1	6.9	6.01:51:06	64.7%	74.6	6.1%
THOMPSON, 0463	1	2013	7.08:04:51	7619.4	1205.4	6.3	7613.6	1166.4	6.5	5.09:44:55	73.7%	44.3	3.7%
Jason Haynes, 6902	1	2013	8.12:00:38	7430.3	1157.4	6.4	7419.7	1087.0	6.8	5.07:56:20	62.7%	72.3	6.2%

Fuel Tab

The Fuel tab provides all driver performance metrics related to fuel consumption (21 total metrics).

Driver	Month	Year	Fuel	Motion Fuel	Idle Fuel	Drive Fuel	Drive Fuel %	Idle Fuel %	Motion Fuel %	Parked Idle Fuel	MPG	Drive MPG	1-34 MPH Fuel	35-52 MPH Fuel
Thomas Lay, 0912	1	2013	1417.1	1386.6	30.4	1390.6	98.1%	2.1%	97.8%	22.3	6.6	6.7	62.4	98.4
ROSS, 9035	1	2013	1163.5	1143.8	19.4	1147.4	98.6%	1.7%	98.3%	13.6	6.9	7.0	65.1	105.4
FRASCONE, 1915	1	2013	1216.1	1140.9	74.6	1145.1	94.2%	6.1%	93.8%	57.3	6.5	6.9	71.4	105.3
THOMPSON, 0463	1	2013	1205.4	1161.1	44.3	1166.4	96.8%	3.7%	96.3%	35.9	6.3	6.5	42.4	64.3
Jason Haynes, 6902	1	2013	1157.4	1084.9	72.3	1087.0	93.9%	6.2%	93.7%	62.8	6.4	6.8	44.8	53.5

Idle Tab

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The Idle tab provides all driver performance metrics related to idling (21 total metrics).

Driver	Month	Year	Idle Fuel	Idle Fuel %	Idle Time	Idle Time %	Interstop Idle Time	Interstop Idle Time %	Long Term Idle Time	Long Term Idle Time %	Mid Term Idle Time	Mid Term Idle Time %
Thomas Lay, 0912	1	2013	30.4	2.1%	1.06:04:49	15.5%	06:16:36	3.2%	05:30:14	2.8%	04:59:34	2.6%
ROSS, 9035	1	2013	19.4	1.7%	18:37:50	11.5%	03:13:34	2.0%	02:21:57	1.5%	06:42:42	4.2%
FRASCONE, 1915	1	2013	74.6	6.1%	3.07:30:15	35.3%	07:03:52	3.1%	14:40:25	6.5%	1.23:23:41	21.0%
THOMPSON, 0463	1	2013	44.3	3.7%	1.22:19:45	26.3%	05:40:55	3.2%	08:29:37	4.8%	1.00:12:28	13.7%
Jason Haynes, 6902	1	2013	72.3	6.2%	3.04:04:12	37.3%	05:03:24	2.5%	1.17:56:49	20.6%	21:19:36	10.5%

Speed Tab

The Speed tab provides all driver performance metrics related to speed (16 total metrics).

Driver	Month	Year	Over Cruise Speed Count	Over Cruise Speed Time	Over Cruise Speed Time %	Overspeed Count	Overspeed Count - Fuel Efficiency	Overspeed Miles - Fuel Efficiency	Overspeed Miles % - Fuel Efficiency	Overspeed Time - Fuel Efficiency	Overspeed Time % - Fuel Efficiency	Overspeed Miles	Overspeed Miles %
Thomas Lay, 0912	1	2013	0	00:00:00	0.0%	526	0	0.0	0.0%	00:00:00	0.0%	315.0	3.4%
ROSS, 9035	1	2013	0	00:00:00	0.0%	203	0	0.0	0.0%	00:00:00	0.0%	82.6	1.0%
FRASCONE, 1915	1	2013	0	00:00:00	0.0%	1303	0	0.0	0.0%	00:00:00	0.0%	1583.1	20.1%
THOMPSON, 0463	1	2013	0	00:00:00	0.0%	995	0	0.0	0.0%	00:00:00	0.0%	521.2	6.8%
Jason Haynes, 6902	1	2013	0	00:00:00	0.0%	389	0	0.0	0.0%	00:00:00	0.0%	183.9	2.5%

Cruise Control Tab

The Cruise Control tab provides all driver performance metrics related to cruise control use (9 total metrics).

Driver	Month	Year	Cruise Miles	Cruise Time	Cruise Time %	Over Cruise Speed Count	Over Cruise Speed Time	Over Cruise Speed Time %
Thomas Lay, 0912	1	2013	6215.9	3.23:55:02	49.3%	0	00:00:00	0.0%
ROSS, 9035	1	2013	5904.1	3.21:25:15	57.8%	0	00:00:00	0.0%
FRASCONE, 1915	1	2013	3119.4	1.23:53:38	21.3%	0	00:00:00	0.0%
THOMPSON, 0463	1	2013	6353.2	4.01:06:16	55.1%	0	00:00:00	0.0%
Jason Haynes, 6902	1	2013	1765.5	1.03:06:56	13.3%	0	00:00:00	0.0%

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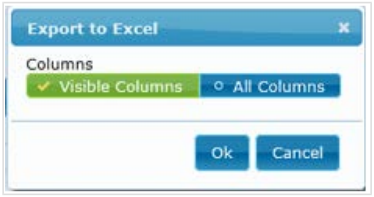
Save Report



You can download the Driver Performance Detail report you've generated to a spreadsheet format by clicking Export To Excel. A pop-up window will appear with options to export only the visible columns you've selected to display, or all columns (all 96 columns displayed in the Overview tab).

Select Visible Columns or All Columns, then click Ok.

Driver Performance: Driver Unassigned Data

The Driver Unassigned Data report displays all miles and drive time data recorded on the in-cab device that has not been assigned to a particular driver. That is, miles and drive time incurred while a driver was not logged into an in-cab device.

Run Report

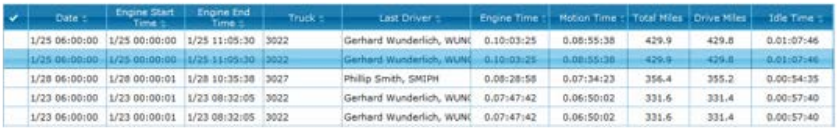
Select the time interval for the data you would like to view by clicking the icon, then click Get Results. The Driver Unassigned data report can be run as far back as the month to date.

Configure Report

You can assign the drive time to a particular driver, which will then add it to the drive time in the Driver Performance reports (Driver Summary and Driver Detail). To assign the drive time to a particular driver, click on the unassigned driving entry. A pop-up window will appear. Enter the driver's name to whom you

would like to assign the drive time in the text box or click the icon and select from the drop-down menu.

A check mark in the left-hand column of the report indicates that the drive time has been just assigned to a driver.



✓	Date	Engine Start Time	Engine End Time	Truck	Last Driver	Engine Time	Motion Time	Total Miles	Drive Miles	Idle Time
	1/25 06:00:00	1/25 00:00:00	1/25 11:05:30	3022	Gerhard Wunderlich, WUN	0.10:03:25	0.08:55:38	429.9	429.8	0.01:07:46
	1/25 06:00:00	1/25 00:00:00	1/25 11:05:30	3022	Gerhard Wunderlich, WUN	0.10:03:25	0.08:55:38	429.9	429.8	0.01:07:46
	1/28 06:00:00	1/28 00:00:01	1/28 10:35:38	3027	Phillip Smith, SMIPH	0.08:28:58	0.07:34:23	356.4	355.2	0.00:54:35
	1/23 06:00:00	1/23 00:00:01	1/23 08:32:05	3022	Gerhard Wunderlich, WUN	0.07:47:42	0.06:50:02	331.6	331.4	0.00:57:40
	1/23 06:00:00	1/23 00:00:01	1/23 08:32:05	3022	Gerhard Wunderlich, WUN	0.07:47:42	0.06:50:02	331.6	331.4	0.00:57:40

Save Report

You can also download the report you've generated to a spreadsheet format by clicking Export To Excel.

Vehicle Performance: Vehicle Summary

The Vehicle Summary report displays all of the most critical vehicle performance metrics in an easy-to-view format. The report can be run for a selected vehicle or vehicle group.

Run Report

Select to view report by **Vehicle** or **Vehicle Group**, enter the name of the entity you would like to report on or click the icon and select from the drop-down menu. Select the time interval for the data you would like to view by selecting to view data either by **Day**, **Week**, **Month**, or **Year**, then clicking the icon to further narrow down your search, or by simply clicking the icon (the default tab is the Day search filter), then click Get Results. The Vehicle Summary report can be run for as far back as there is data recorded in your Rand McNally Connect web portal account.

Vehicle Performance: Vehicle Detail

The Vehicle Detail report provides on a vast array of performance metrics, including an overview report, as well as specific reports for fuel, idle, speed, and cruise control. The report can be run for a selected vehicle or vehicle group.

The Vehicle Detail report is ideal for identifying both the top and bottom performers in your organization by vehicle, instead of by driver. It is also useful if you would like to download a large amount of vehicle performance data to further manipulate in Excel format.

Run Report

Select to view report by **Vehicle** or **Vehicle Group**, enter the name of the entity you would like to report on or click the icon and select from the drop-down menu. Select the time interval for the data you would like to view by selecting to view data either by **Day**, **Week**, **Month**, or **Year**, then clicking the icon to further narrow down your search, or by simply clicking the icon (the default tab is the Day search filter), then click Get Results. The Vehicle Summary report can be run for as far back as there is data recorded in your Rand McNally

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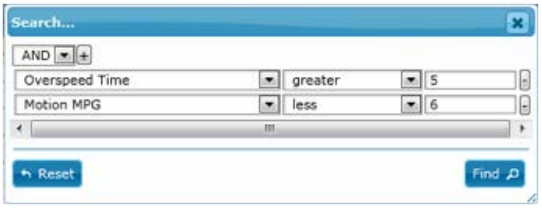
Configure Report

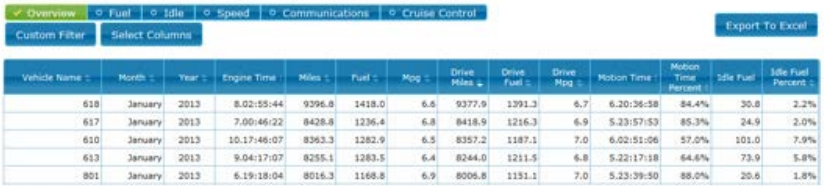
Columns of the report are sortable and customizable. Click on the column heading to sort the report according to the specified metric. To edit which columns you would like to view and in which order, select Customize Columns. You can then remove or add columns to the report, or move the order around by clicking and dragging the columns into the desired order.

You can select to see only certain vehicles by placing one or more filters on the report results. This option is ideal for viewing only those vehicles that fit certain criteria based on your organization's performance standards. Click Custom Filter select AND or OR from the drop-down menu, then the + icon to add your first filter. Click the - icon to remove a filter. Then click Find. The filter(s) will then narrow your search results.



Overview Tab

The Overview tab provides all of the fields found on the Fuel, Idle, Speed and Cruise Control tabs in one spreadsheet (122 total metrics).



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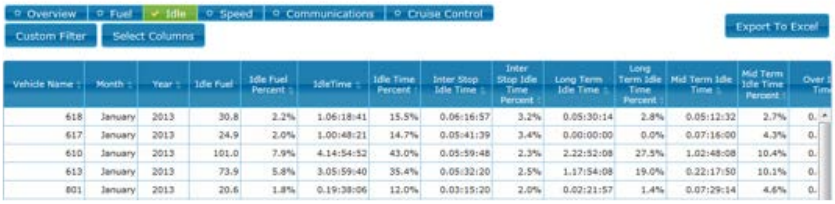
Fuel Tab

The Fuel tab provides all vehicle performance metrics related to fuel consumption (22 total metrics).

Idle Tab

The Idle tab provides all vehicle performance metrics related to idling (21 total metrics).

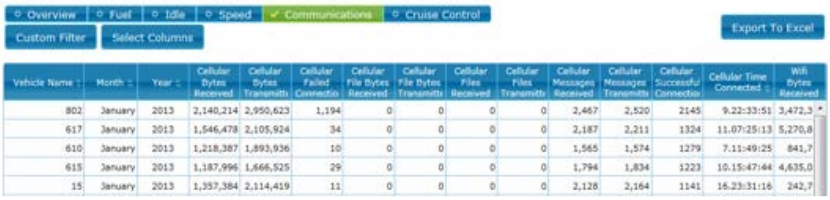


Speed Tab

The Speed tab provides all vehicle performance metrics related to speed (16 total metrics).

Communications Tab

The Communications tab provides all communication metrics related to cellular, Wi-Fi and *satellite usage (28 total metrics).



*Satellite communication available as an option for the TPC 7600 in-cab unit. Satellite communication not currently available on the TND™ 760 or HD 100 in-cab units.

Cruise Control Tab

The Cruise Control tab provides all vehicle performance metrics related to cruise control use (9 total metrics).

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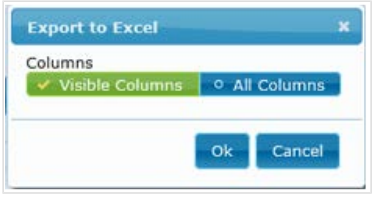
Save Report



You can download the Vehicle Performance Detail report you've generated to a spreadsheet format by clicking Export To Excel. A pop-up window will appear with options to export only the visible columns you've selected to display, or all columns (all 122 columns displayed in the Overview tab).

Select Visible Columns or All Columns, then click Ok.

Compliance

The Compliance application is the core of Rand McNally's electronic driver logs solution, allowing you to keep all of your Hours of Service and DVIR records accurate, up-to-date, and in one easy-to-access location for the required 6-month period, without the mistakes and hassle of paper log books.

The Compliance application enables you to manage HOS logs, DVIR entries, personal conveyance usage (if enabled), and more.

Note: All times listed next to driver entries in Compliance reports correspond to the time zone of the terminal to which the driver is assigned (see **Management > Drivers** and **Management > System Settings > Terminal Settings**).

Compliance reports, along with descriptions of them, are listed in the table below.

Report Name	Description

Vehicle Inspection	Reports on Vehicle Inspection Report entries made on the in-cab unit. Report can be run for a selected vehicle or vehicle group.
Current Totals	Reports on current HOS duty status totals. Report can be run for a selected driver or driver group.
Log Overview	Reports on HOS duty status totals and daily log graphs. Report can be run for a selected driver, driver group, or all drivers.
Personal Conveyance	When permitted by the fleet, reports on use of vehicle for personal conveyance. Report can be run for a selected driver or driver group.
Violations	Provides the number and type of current log violations, as well as the alerts generated for these violations. Report can be run for a selected driver or driver group.
Uncertified Logs	Provides date of last certified logs and last totals update for any drivers with uncertified logs.
Unassigned Driving	Provides information on HOS drive time that has not yet been attributed to a specific driver. Report can be run for a selected vehicle or vehicle group.
Request Data	Request the most recent log information from a selected driver.
Export Log	Download a PDF, email or fax logs for a specified driver.

Vehicle Inspection

The Vehicle Inspection report displays all Vehicle Inspection Report entries made on the in-cab unit, enabling Rand McNally Connect web portal users to record any repair information when there are vehicle defects recorded. The report can be run for any vehicle or vehicle group.

Run Report

Select to view report by **Vehicle** or **Vehicle Group**, enter the name of the vehicle or vehicle group you would like to report on or click the icon and select from the drop-down menu. Select the time interval for the data you would like to view by clicking the icon, then click Get Results.

Select Include Reviewed to also include DVIR entries that have been reviewed by someone with Portal access.

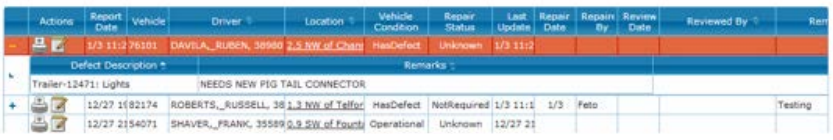
Configure Report

Once the report has been generated, you can select Show Detail to show all possible fields in the report. This will add more columns onto the spreadsheet of the report.

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

To configure the columns of the spreadsheet, click Columns at the bottom left corner of the screen, and choose which columns you would like to view. You can also move the tiles around to customize the order of the columns. Click Ok to save the new configuration. You can select to view only those DVIR entries that have defects by selecting Has Defect.

If a DVIR entry reports a defect (see Vehicle Condition column), click on the + icon in the left-most column to expand the entry. This will display further information about the defect and any remarks made by the driver who made the entry.



Edit DVIR Entry (for Repairs)

When you have defects reported in your DVIR entries, you can make edits to the repair information by clicking on the icon in the **Actions** column of the spreadsheet.

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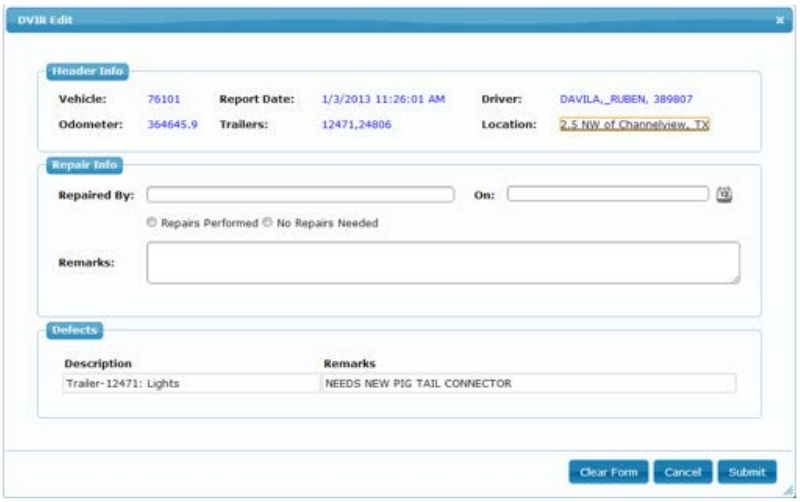
From this window, you can also click on the Location where the DVIR occurred. This will open up a map in your browser in a new tab so you can see the exact location of where the DVIR was entered.

You can edit the **Repaired By**, **On** (Date of Repair), **Repairs Performed** or **No Repairs Needed** (whether repairs were completed or if they were not necessary), and enter any remarks about the repair.



Once you are satisfied with the DVIR entry and any edits, click Submit.

To clear the Repair Info, click Clear Form.

Save Report

You can download a PDF file of a selected DVIR entry for your records. Click the icon in the Actions column of the spreadsheet to generate a PDF of the selected entry. The document will appear in your browser in a new tab. You can then download the PDF for your records.

You can also download the entire report you've generated to a spreadsheet format by clicking Export To Excel.

Current Totals

The Current Totals report displays current HOS duty status totals, for a selected driver or driver group.

Run Report

Select to view report by **Driver** or **Driver Group**, enter the name of the vehicle or vehicle group you would like to report on in the text box or click the icon and select from the drop-down menu.

Configure Report

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

Select Show Detail to view more details regarding each current total entry.

Driver	Calculated On	Effective Driving Remaining	Driving Remaining	On-Duty Remaining	Total On-Duty Remaining	Current Status	Any Violat	Driving Used	On-Duty Used	Total On-Duty Used	Complete Reset	Contiguou Reset	Split Reset
Alfred James, JAMA	1/12/2013 12:5	0	02:56:11	0	25:12:59	Off Duty		08:03:49	17:26:28	44:47:01	1/7 10:45:1	1/11 19:23	-
Alicia Mastro, masa	1/15/2013 14:3	00:42:27	00:42:27	00:48:21	08:57:17	Off Duty		10:17:33	13:11:39	61:02:43	1/9 19:30:0	1/15 01:23	-
ALLEN PETIT, PETA	1/15/2013 16:4	03:39:49	03:39:49	04:00:53	09:44:14	Driving		07:20:11	09:59:07	60:15:46	1/8 14:22:0	1/15 06:45	-
Alphonso Stubblefield	1/15/2013 16:4	07:24:22	08:26:48	07:24:22	59:12:17	Driving (Ma		02:33:12	06:35:38	10:47:43	1/14 08:45	1/15 10:13	-
Anthony Raymo, raya	1/15/2013 15:0	04:42:25	04:42:25	07:14:45	50:22:56	Driving		06:17:35	06:45:15	19:37:04	1/13 05:53	1/15 08:18	-

Save Report

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You can download the entire report you've generated to a spreadsheet format by clicking Export To Excel.

Log Overview

The Log Overview provides HOS duty status totals and daily log graphs. The report can be run for a selected driver, driver group, or all drivers.

The Log Overview report features a new Time & Mileage export option that enables you to download the data into individual files for driver review or payroll purposes. A .zip file will download to your computer containing a PDF for each individual driver. In addition, you can also select to download a spreadsheet version of the report in two ways, grouped by driver (shows data rolled up for the selected time interval for each driver), or no grouping (shows data by date by driver).

Run Report

Select to view report by **Driver**, **Driver Group**, or **All**, enter the name of the driver or driver group you would like to report on in the text box or click the icon and select from the drop-down menu. If you would also like to include inactive drivers in the drop-down list, select Include Inactive. Select the time interval for the data you would like to view by clicking the icon, then click Get Results. The Log Overview report can be run for as far back as the last 6 months for a Driver. The Log Overview report can be run for as far back as the last 100 days for a **Driver Group** or **All**.

Configure Report

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

If you select to view more than one day of data, you can select the + icon next to a particular driver's name to show the day-by-day breakdown of HOS metrics. For example, if you run the report for a Driver Group for the current 8-day period, you can use this feature to view a particular driver's HOS day-by-day breakdown. This feature also displays the current HOS status of the selected driver.

You can also click on an individual day's log from the list to view it in graph format.

Indicates a vehicle inconsistency (see **Reports > Vehicle Inconsistency Report** for more information).

Indicates a log violation.

Indicates there are pending revisions of the selected log.

Indicates revisions have been made to the selected log.

Indicates the selected log has been certified.

Log Count – Refers to the number of days' worth of logs included in the queried report.

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Save Report

You can download the report you've generated by clicking Export to ... then selecting how you would like to view the report data.

To download each driver's time and mileage in a separate page for payroll purposes, select Time and Mileage, then click Ok. A .zip file will download to your computer containing a PDF report for each individual driver.

To download the spreadsheet data grouped by driver (shows data rolled up for the selected time interval for each driver), select Excel, Driver, then click Ok.

To download the spreadsheet data with no grouping (shows data by date by driver), select Excel, None, then click Ok.

To download the Driver Counseling form that displays each driver's violations incurred in the selected date range, select Hours of Service Counseling. A .zip file containing a PDF file for each driver included in the report will download, listing all violations recorded in the selected date range. Each document will be structured as letter and include Signature and Date fields the driver can sign as acknowledgement that he/she incurred the listed violations (see **Management > System Settings > Driver Settings** to enter the HOS Counseling Letter Content and HOS Counseling Signature to edit the content of the document).

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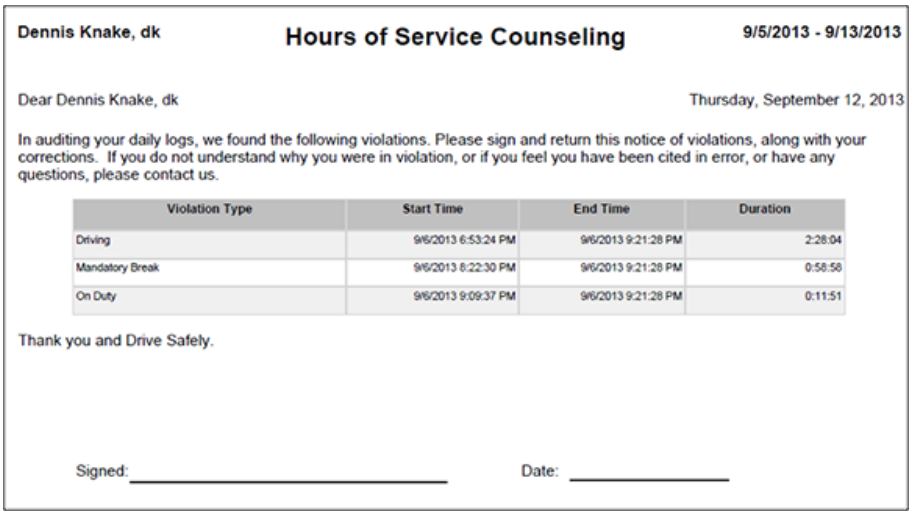


Dennis Knake, dk — **Hours of Service Counseling** — 9/5/2013 - 9/13/2013

Dear Dennis Knake, dk — Thursday, September 12, 2013

In auditing your daily logs, we found the following violations. Please sign and return this notice of violations, along with your corrections. If you do not understand why you were in violation, or if you feel you have been cited in error, or have any questions, please contact us.

Violation Type	Start Time	End Time	Duration
Driving	9/6/2013 6:53:24 PM	9/6/2013 9:21:28 PM	2:28:04
Mandatory Break	9/6/2013 8:22:30 PM	9/6/2013 9:21:28 PM	0:58:58
On Duty	9/6/2013 9:09:37 PM	9/6/2013 9:21:28 PM	0:11:51

Thank you and Drive Safely.

Signed: _____ Date: _____

You can also choose to download just a particular driver's log overview to a spreadsheet format by selecting the + icon next to a particular driver's name, then clicking Export To Excel.

Personal Conveyance

When permitted by the fleet, reports on use of vehicle for personal conveyance (see **Management > Driver Settings**). The Personal Conveyance report can be run for a selected driver or driver group. The Personal Conveyance report can be run as far back as the last 6 months.

Run Report

Select to view report by **Driver** or **Driver Group**, enter the name of the driver or driver group you would like to report on in the text box or click the icon and select from the drop-down

menu. You can also select to include reviewed personal conveyance entries by selecting the ○ Include Reviewed. Select the time interval for the data you would like to view by clicking the icon, then click Get Results.

Configure Report

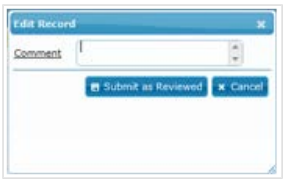
Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

The Comment column indicates any comments the driver has added to their entry on the in-cab device.

Select ○ Show Detail to view more details regarding each personal conveyance entry.

✔	Truck	Driver	Date	Start Time	End Time	Start Location	End Location	Duration	Miles	Comment
	967	Jeff Spangler, SPAJE	1/12	05:31:00	08:08:00	Nitro, WV	Fort Chaswell, VA	02:37:19	151.4	
	754	Doug Pasley, PASDO	1/10	17:01:00	17:42:00	Schlusser, PA	Manchester, PA	00:41:27	30.9	
	1011	Robert Tallman, TALRO	1/8	14:10:00	14:29:00	Orange Lake, NY	Maybrook, NY	00:18:54	8.6	
	783	Manuel Rolon, ROLMA	1/9	14:35:00	14:53:00	Pedricktown, NJ	Paulsboro, NJ	00:18:19	12.8	
	1011	Robert Tallman, TALRO	1/8	12:09:00	12:27:00	Orange Lake, NY	Maybrook, NY	00:17:57	8.5	

You can add a comment to a personal conveyance entry and submit the entry as having been reviewed by clicking on the selected entry. The Edit Record pop-up will then appear, enabling you to add a comment by clicking the text box and entering your response. Click Submit as Reviewed to save the entry as having been reviewed.



Save Report

You can download the entire report you've generated to a spreadsheet format by clicking Export To Excel.

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Violations

The Violations report provides the number and type of current log violations, as well as all violations recorded in the selected time interval and the alerts generated for these violations. The report also displays any logs with missing trip details such as trailer number or load number. The Violations report can be run for a selected driver or driver group.

Run Report

Select to view report by **Driver** or **Driver Group**, enter the name of the driver or driver group you would like to report on or click the icon and select from the drop-down menu. If you select to search by Driver, you can also select to include inactive drivers by selecting the ○ Include Inactive option, and you can also select to include only the last revisions of logs by selecting the ✔ Final Revisions Only option. Select the time interval for the data you would like to view by clicking the icon, then click Get Results.

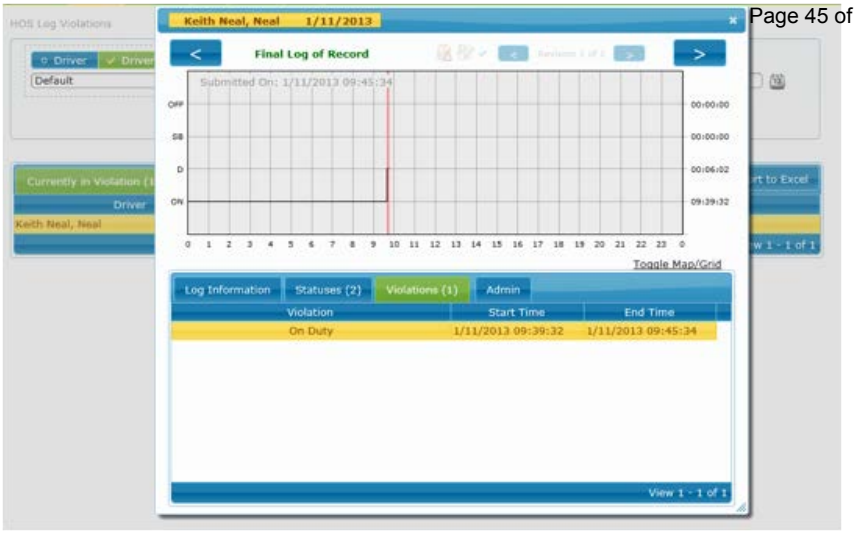
Configure Report

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

Currently in Violation Tab

A check mark will display under the duty status which the driver has violated.

Click on the driver's name to view the current violation in graph form.

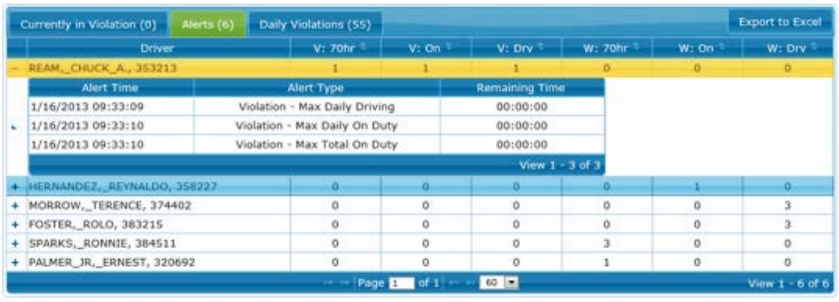


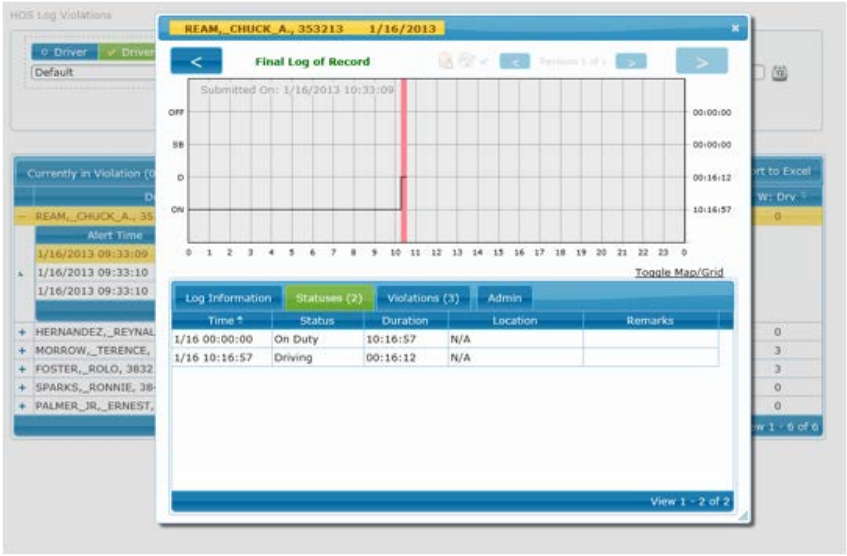
Alerts Tab

The Alerts tab displays any alerts generated due to log violations.

You can select the + icon next to a particular driver's name to show each individual alert.

From here, you can then click on one of the alerts listed to view it in log graph format.





Daily Violations Tab

The Daily Violations tab displays all violations incurred per day.

You can select the + icon next to a particular driver's name to show the day-by-day breakdown of violations.

From here, you can then click on one of the violations listed to view it in log graph format.

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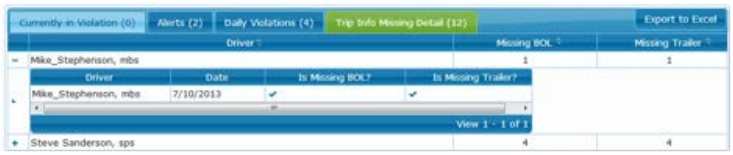
Trip Info Missing Detail Tab

The Trip Info Missing Detail displays all logs for which there is missing trip information, including trailer numbers and load numbers.

You can select the + icon next to a particular driver's name to show the day-by-day breakdown of logs with missing trip information.

From here, you can then click on one of the logs listed to view it in log graph format.



Save Report

You can download the report on a selected tab to a spreadsheet format by clicking Export To Excel.

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Uncertified Logs

The Uncertified Logs report displays the last certified log and most recent duty status totals for any drivers with uncertified logs.

Run Report

Simply select Get Results. The report will show all currently uncertified logs.

Configure Report

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

You can click on an individual driver's name to view more information regarding their uncertified log(s).

Log Information Tab

The Log Information tab displays the most uncertified log, which is usually the current day's log, assuming the driver is certifying each day on schedule.

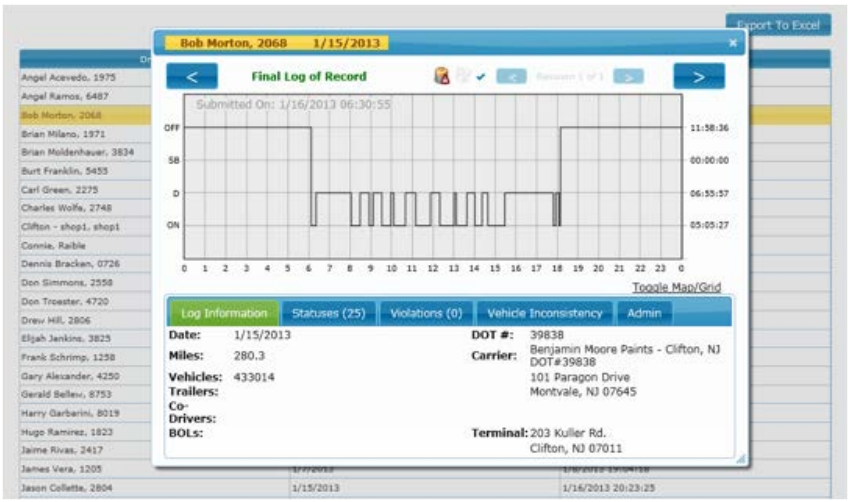
Click the < and > icons to scroll through the log of each day within the queried time frame.

You can also choose to view any possible revisions that were made to the driver's log for a particular day by selecting the < Revision 2 of 2 > icons. If there is more than one revision, the default view will display the most recent revision first.

Indicates a vehicle inconsistency occurred on the driver's in-cab unit during the time when the log was recorded (see **Reports > Vehicle Inconsistency Report** for more information).

Indicates there are pending revisions of the selected log.

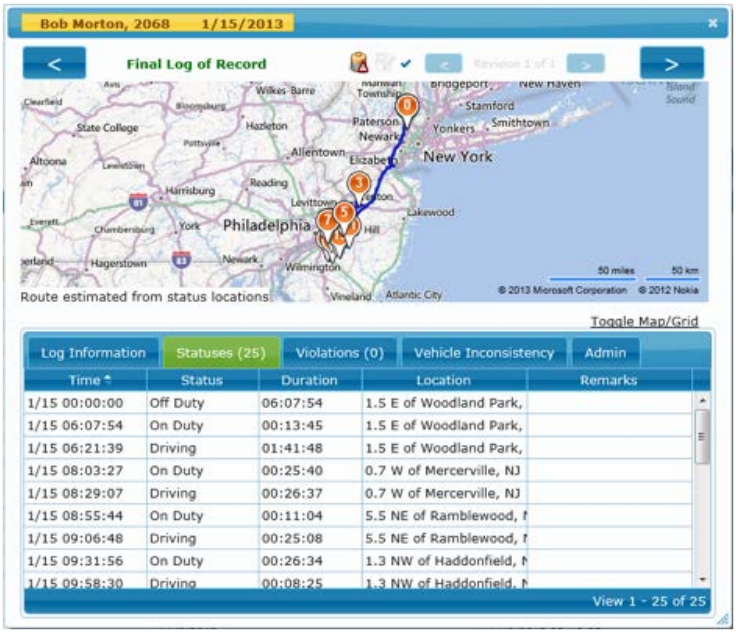
Indicates the selected log has been certified.



Statuses Tab

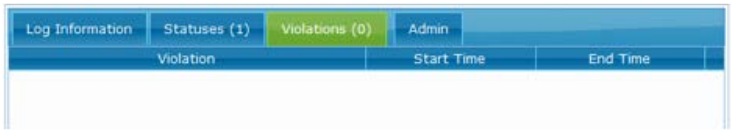
The Statuses tab displays all event and position updates (see **Reports > Events and Positions**) generated by the driver's in-cab unit during the selected time interval. Events include over-idling, speeding, over RPM, etc.

You can select to view the locations of where these status updates occurred by selecting Toggle Map/Grid. The map will then appear, featuring the ordered locations.


Bob Morton, 2068 1/15/2013
Final Log of Record
Route estimated from status locations
Toggle Map/Grid
Log Information
Statuses (25)
Violations (0)
Vehicle Inconsistency
Admin
Time
Status
Duration
Location
Remarks
1/15 00:00:00 Off Duty 06:07:54 1.5 E of Woodland Park,
1/15 06:07:54 On Duty 00:13:45 1.5 E of Woodland Park,
1/15 06:21:39 Driving 01:41:48 1.5 E of Woodland Park,
1/15 08:03:27 On Duty 00:25:40 0.7 W of Mercerville, NJ
1/15 08:29:07 Driving 00:26:37 0.7 W of Mercerville, NJ
1/15 08:55:44 On Duty 00:11:04 5.5 NE of Ramblewood,
1/15 09:06:48 Driving 00:25:08 5.5 NE of Ramblewood,
1/15 09:31:56 On Duty 00:26:34 1.3 NW of Haddonfield,
1/15 09:58:30 Driving 00:08:25 1.3 NW of Haddonfield,
View 1 - 25 of 25

Violations Tab

The Violations tab displays any HOS violations on the driver's logs during the selected time interval.



Vehicle Inconsistency Tab

The Vehicle Inconsistency tab displays any power loss or sensor jumps (see **Reports >**

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Vehicle Inconsistency) recorded by the driver's in-cab unit during the selected time interval.

Admin Tab

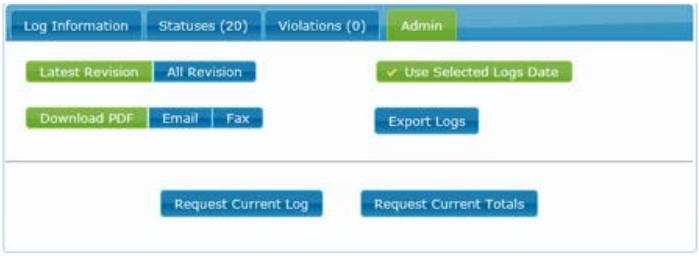
The Admin tab displays several options for downloading the selected driver's logs.

Select Latest Revision to include only the "log of record", or final log revision. Some logs may have more than one revision if the driver or manager made edits to a log. You can choose to include these previous logs or not when you export the logs. Most managers choose not to include all revisions since any previous revisions because they are not the "log of record", but if you would like to include them, you can select All Revision.

Select ✓ Use Selected Logs Date to export just the selected day's logs. Unselect this option if you would like to include a range of log days in your exported report. If you unselect this option, you will then be prompted to enter a date range for the logs you would like to export. Select the time interval for the data you would like to view by clicking the icon.

You can then select the medium in which you would like to export the logs by downloading them to your computer, or email or faxing them. Select Email, Fax or Download PDF, enter the email or fax number if applicable, then click Export Logs. The driver's uncertified log will then download to your computer in a PDF format or be sent to the specified email inbox or fax machine.

You can also request to receive the most recent current log (the current day's logs) or the current duty status totals (the current day's totals for the 70-hour, 14-hour and 11-hour rules) by selecting Request Current Log or Request Current Totals. This request ensures that the most recent log data appears across the various Compliance reports in the Portal.



Save Report

You can download the entire report of uncertified logs a spreadsheet format by clicking.

If you would like to download the uncertified logs of a particular driver, select the driver's name, then the Admin tab. Select Email, Fax or Download PDF, enter the email or fax number if applicable, then click Export Logs. The driver's uncertified log will then download to your computer in a PDF format or be sent to the specified email inbox or fax machine.

Unassigned Driving

The Unassigned Driving report provides information on HOS drive time that has not yet been attributed to a specific driver. The Unassigned Driving report can be run for a selected vehicle or vehicle group.

Run Report

Select to view report by **Vehicle** or **Vehicle Group**, enter the name of the vehicle or vehicle

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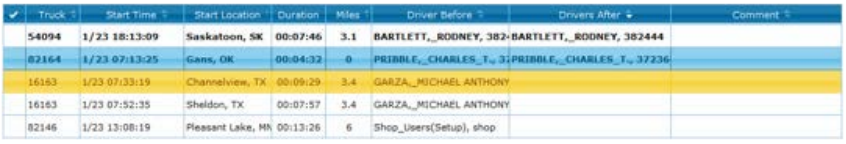
group you would like to report on in the text box or click the icon and select from the drop-down menu. You can also select to include reviewed unassigned driving entries by selecting Include Reviewed. Select the time interval for the data you would like to view by clicking the icon, then click Get Results. The Unassigned Driving report can be run as far back as the month to date.

Configure Report

A bolded unassigned driving entry indicates that the Driver Before and the Driver After fields are the same, which normally indicates that the unassigned driving was completed by the driver listed in these fields.

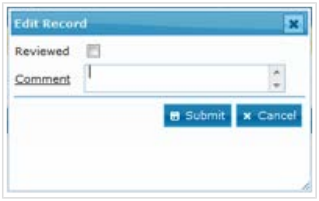
A check mark indicates that the driving time has been reviewed by a manager.

You can select to view more information by selecting the Show Detail option.



✔	Truck	Start Time	Start Location	Duration	Miles	Driver Before	Drivers After	Comment
	54094	1/23 18:13:09	Saskatoon, SK	00:07:46	3.1	BARTLETT,_RODNEY, 382	BARTLETT,_RODNEY, 382444	
	82164	1/23 07:13:25	Gans, OK	00:04:32	0	PRIBBLE,_CHARLES_T., 3	PRIBBLE,_CHARLES_T., 37236	
	16163	1/23 07:33:19	Channelview, TX	00:09:29	3.4	GARZA,_MICHAEL ANTHONY		
	16163	1/23 07:52:35	Sheldon, TX	00:07:57	3.4	GARZA,_MICHAEL ANTHONY		
	82146	1/23 13:08:19	Pleasant Lake, MN	00:13:26	6	Shop_Users(Setup), shop		

Select the Reviewed check box to indicate that the drive time has been reviewed, enter any comments in the text box, then click Submit.



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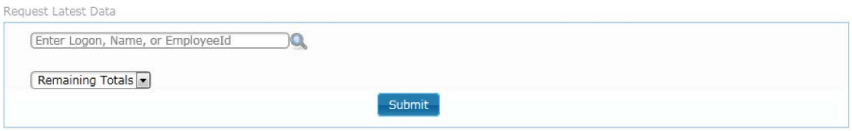
Save Report

You can also download the report you've generated to a spreadsheet format by clicking .

Request Data

The Request Data feature ensures that you the most recent log data for a driver appears across the various Compliance reports in the Portal.

Enter the selected driver name in the text box, or click the icon to locate the driver name, select to request either the from the Remaining Totals or HOS Log from the drop-down menu, then click Submit.



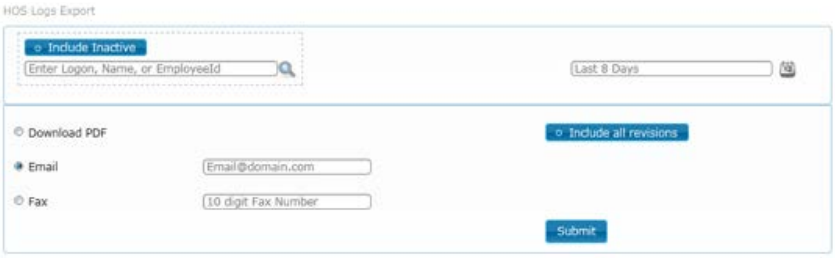
Export Log

The Export Log feature enables you to download a PDF, email or fax logs of a specified driver.

Enter the selected driver name in the text box or click the icon and select from the drop-down menu name. You can choose to also include to include inactive drivers in your search for a driver by selecting Include Inactive. Select the time interval for the data you would like to view by clicking the icon. The Export Log feature can be run as far back as the last six months.

Select to Download PDF, Email or Fax the log, enter the email or fax number if applicable, then click Submit.

The driver's logs from the selected time interval will then be sent to the desired location.



Mail

The Mail application enables you to have constant communication with your drivers while they are out on the road. If you are an owner operator, you can also configure your settings and use the Mail application to communicate with your team driver or spouse.

Inbox (Read Messages)

The Mail application opens by default to the Inbox.

You can filter the messages you would like to view based on whether they were received or sent by selecting Inbox and/or Sent respectively.

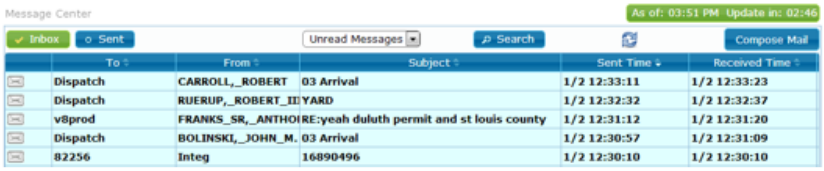
A symbol means that the message has been received, but not yet read.

A symbol means that the message has not yet been received.

A symbol means that the message has been read.

You can also filter the messages you would like to view based on whether or not they have been read by selecting from the drop-down menu (**All Messages**, **Read Messages**, **Unread Messages**).

Columns are sortable. Click on the column heading to sort the messages according to the specified field.



You can also configure the columns you would like to view by selecting the Columns button at the bottom of the screen.

To make sure you are viewing the most recent messages, click the icon to refresh the Message Center.

Once you have located a message, click on it to read it.

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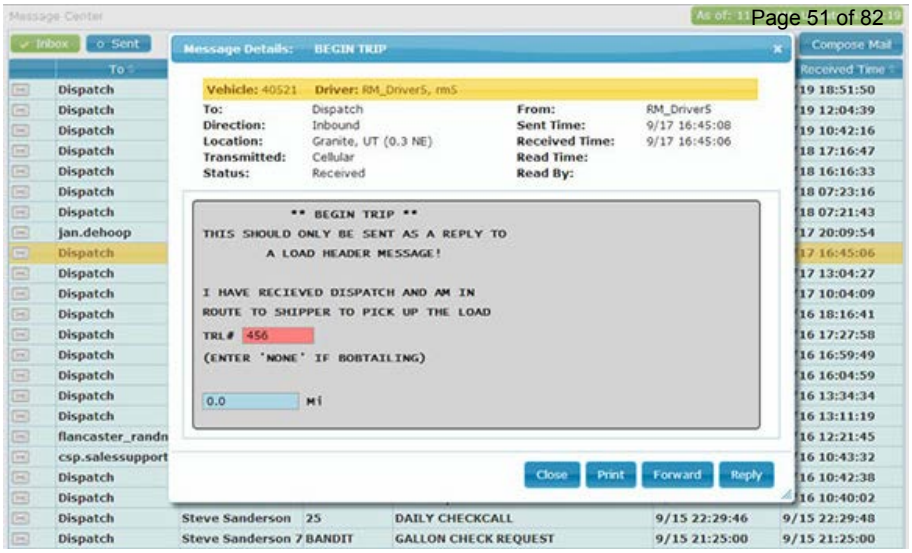

To respond to the message, click Reply. Once you select it, the Compose New Message window will appear and you can write the message, add an attachment, etc.

You can also forward a message in your Inbox to other drivers or vehicles. Click Forward to forward the message. Once you select it, the Compose New Message window will appear and you can edit the message and recipients just like you would when you send a new message.

To print the mail message for your records, click Print.

Advanced Search

To run an advanced search to find a particular message, click Search from the top of the Message Center, enter some or all of the criteria below (Date Range, Driver Name, Vehicle Name, Subject) and click Search. You can also access the advanced search by clicking Search from the bottom of the message center on the toolbar.

Select Important Only to limit search results to messages sent with high importance.

Select Files Only to limit search results to messages sent with file attachments.

Send New Message

To send a new message, click Compose Mail. Select to search for a recipient by **Driver**, **Driver Group**, **Vehicle** or **Vehicle Group**.

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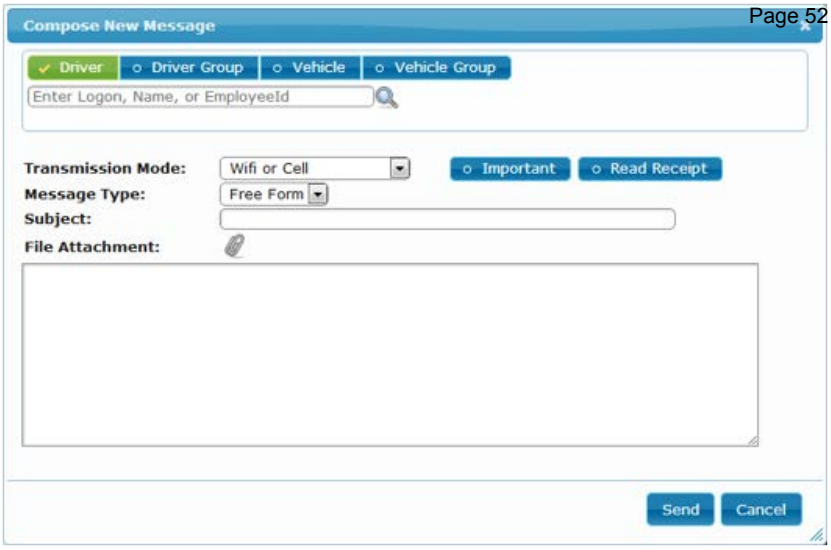

Select the **Transmission Mode** (Wi-Fi or Cell, Wi-Fi, Wi-Fi, Cell or Satellite*) and **Message Type** (Free Form or Form).

If you select to send a Form message, Select Form from the Subject line drop-down menu. The body of the message will then populate with the selected form. If your form includes fields that the Portal user fills out, fill out those respective fields. If left blank, the driver will be able to fill out the fields upon receiving the form message on the in-cab unit.

To send an attachment with your message, click the icon, select the file you wish to send. the document will appear once it has been uploaded to your outgoing message.

Note that Rand McNally in-cab devices support varying levels of file types.

TND™ 760: pdf documents
TPC 7600: pdf, jpeg, tif, tiff, gif, png, bmp, wmv, wma (supports file sizes of up to 4GB)

You can also send up to 5 map destinations down to a driver or vehicle, or a driver or vehicle group. The driver will receive a message and can click on the destination, which will automatically push to the IntelliRoute® truck navigation application on the in-cab device, enabling the driver to route to the destination without any manual entry needed.

To send a destination, click the icon. A pop-up window will appear. You can select to send either a lat./long. coordinate, or an address, then fine-tune the location on the map.

To send a lat./long. coordinage, enter the lat./long. coordinates in the Coordinate field (i.e. 40.730,-111.903), enter a name for the location in the Alias field, then click Accept.

To send an address, click Use Map, enter the address of the destination into the text box, then select the precise address from the drop-down menu of options. The map will then zoom to the general area of the address, where you can then double click the exact location of the address. A pinpoint will appear on the map, and if you are satisfied with this location, click Use.

Once you have selected the destination's lat./long. coordinate or address, it will then appear similarly to an attachment in the message.

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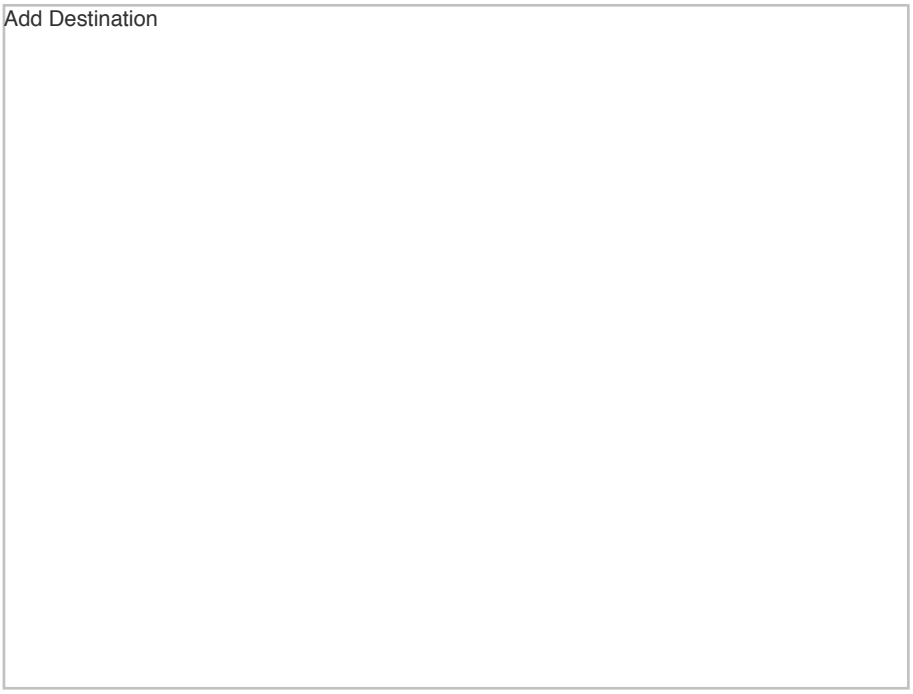

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If you have a particularly important message to send, you can use the following functions.

Select

to send a message of high importance.

Select

to view when the driver reads the message. You can then view this when you select the message from the Sent list in the Message Center.

Once you are satisfied with your message, click

.

* Satellite communication is available as an option with the TPC 7600 in-cab device. Satellite communication is not currently enabled on the TND™ 760 or HD 100 in-cab devices.

Mapping

The Mapping application enables you to view where your drivers and vehicles are at right now and how they're performing, as well as where they've traveled recently. The Mapping application features tools that can help you drill into how your drivers are progressing through their day and how they're performing, such as performance and Hours of Service alerts (in addition to the alerts that can be set up via the **Management > System Settings > Email Alerts** section of the portal), as well as others that can help you find the closest truck to a saved location, enabling you to find the vehicle best suited to pick up an available load from a customer location.

You can also use the Mapping application to create geofences around important locations your vehicles frequent to get alerts on when they've arrived and departed and generate reports on detention times at customer sites, as well as around routes to receive alerts on when drivers drive too far off route. For billing purposes, you can also use the Mapping application to run a geofence report, enabling you keep record of your vehicles' detention time at customer

NOTE: Geofences and POIs can be created by administrator portal users only. This ability is controlled when you are adding or editing a user in the Administration area of the portal. Under the "Can Manage User Configuration?" option, select **Yes** to enable the user to make edits; select **No** to disable this ability (see **Management > Administration > Edit or Create New**).

Map Overview

Select **Open in Current Window** to view the Mapping application in the same browser window as the rest of the portal.

Select **Open in New Window** to view the Mapping application in a new browser. This will enable you to keep the Mapping application open while you switch back and forth between Mapping and other applications in the portal.

For your convenience, multiple miniature windows can be open at the same time. To quickly hide or re-open your selected windows, minimize or maximize the windows as needed. If windows overlap, you can click and drag them to different positions.

The map screen adjusts to any screen size for "war room"-like display, enabling you to clearly see all features on the map and to manage several feature windows at once.

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A truck indicates the location of one vehicle. The truck will point in the direction it was traveling during the last position update.

A green halo around a vehicle indicates the vehicle's ignition is turned on and the vehicle is in motion.

A yellow halo around a vehicle indicates the ignition is on but the vehicle is not in motion.

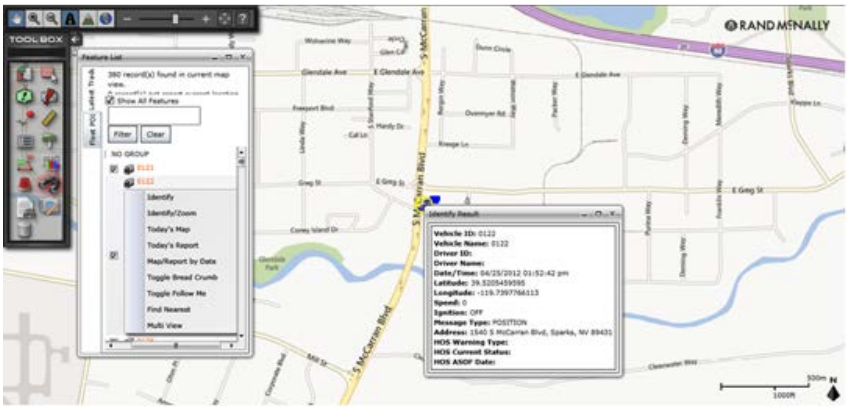
A red halo indicates the vehicle is hard braking, speeding or in HOS violation.

The truck icon's position indicates the vehicle's most recent direction of travel.

A circle with a number in it indicates that there is a cluster of vehicles in one area.

The icons listed above that indicate multiple vehicles will become more precise as you zoom in further to a particular area.

NOTE: For the fastest possible performance, refrain from visiting other websites or running other online applications while you are using the Mapping application.



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Navigation Bar

To navigate the map, the Mapping application supplies you with a variety of navigation tools to zoom, move, and read the map.

To use the navigation utilities, select your tool by clicking on one of the icons:

Below are descriptions of the navigation features and how to use them:

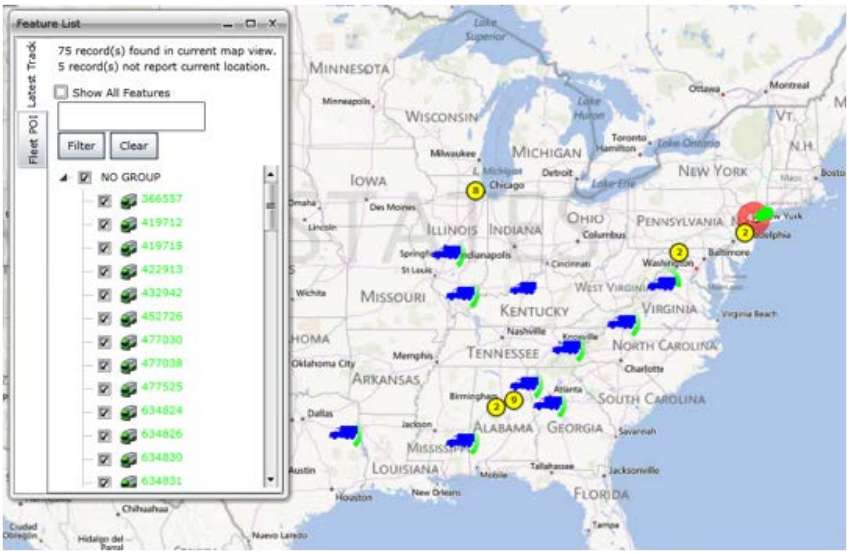
Navigation Tool	Description	Instructions
Pan	Enables you to shift the view of the map in different directions.	Click on the map and drag it to the desired position.
Zoom In (Rectangle)	Zooms in on a rectangular area you specify on the map.	Click on the map and, while holding down the left mouse button, drag a box around the area to which you want to zoom. The map will then zoom to the selected area.
Zoom Out (From Point)	Zooms out from the point you select on the map.	Click on the map at the point from which you want to zoom out. The map zooms out from the center point you selected.
Graded Zoom	Zooms in and out from the	Click on the toggle bar and move to the right to zoom in or move to the left to zoom out (you can also scroll the wheel on your mouse to zoom in or out).

NOTE: Once you click on the or icons to zoom in or out and are satisfied with the zoom level, make sure to then click on the icon, enabling you to pan around on the screen without continuing to zoom in or out.

Map View	Description
Street View	Displays an atlas-style road map.

Topographic View	Displays elevation contours on the map.
Satellite View	Displays satellite imagery with road networks overlayed on the map.
Full Extent	Display the full extent of the default map (contiguous U.S.).

NOTE: Most customers use the street view option first, then the satellite view once they zoom in closer to the area they would like to view.



Tool Box

Additional utilities can be found in the toolbox, which provides you with a variety of features to interact with the visually-based map interface.

Select your tool by clicking on the icons.

Below are descriptions of the tool box features:

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	Tool Box Feature	Description
	Spatial Bookmarks	Quick access to saved locations that are viewed most frequently.
	Query by Rectangle	View which vehicles or POIs are within a selected area, as well as details about those vehicles or POIs.
	Geofences	Draw a "fence" around a critical location to your operation, such as a customer location, a terminal, etc., for alerting and reporting purposes.
	Alert Subscriptions	Subscribe to receive email notifications even while you're away from the Portal. Alerts available for geofence entry/exit, excessive RPM, HOS early warnings, idling and speeding
	Lat/long	View a location on the map by entering its latitude and

	Locator	longitude, or obtain the latitude and longitude for a desired location by selecting it on the map.
	Measure	Quick, at-a-glance measuring of areas on the map (distance and area of segments, polygons or circles).
	Legend	Control which attributes are visible on the map, including vehicles, POIs, and other map graphics.
	Geocode	Identify the location of a latitude/longitude coordinate or an address on the map.
	Routing	Generate route for frequently used or important lanes, then create a route geofence around it for out-of-route alerting when drivers deviate from it.
	Reports	Generate reports on received alerts for geofence entry/exit, excessive RPM, HOS early warnings, idling and speeding (Alert Report, Geofence Report). Ideal for proof of detention at customer sites.
	System Messages	Monitor alert messages while you're using the portal for geofence entry/exit, excessive RPM, HOS early warnings, idling and speeding events, as well as email messages received.
	Data Filter	Select to view specific assets on the map instead of all of them.
	Assets	View the list of features (vehicles and POIs) contained in the current map.
	POI Admin	View customer sites, terminals, and other important locations on the map.
	Clear Graphics	Clear the map of all active windows and graphics.
	Group Admin	Sync the reporting groups visible in the Mapping application with those created in the Management area of the portal (see **Management > Reporting Groups**), and change the colors of the truck icons for each driver or vehicle group.

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Spatial Bookmarks

The Bookmarks feature enables you to zoom in quickly to certain areas on the map that you view most frequently, without having to use Zoom In/Out feature each time (located in the Navigation Bar).

Add Bookmark

To add a bookmark, click the icon in the Tool Box, then click Add. Adjust the position and zoom level of the map view you would like to save, enter a name for the bookmark in the text box, then click Save.

Edit & Delete Bookmark

To edit a preexisting bookmark, click the icon in the Tool Box, select which bookmark you would like to edit from the list, then click Edit. You can then adjust the position and zoom level of the map view, as well as the bookmark's name. Once you are satisfied with your changes, click Save.

To delete a bookmark, click the icon in the Tool Box, select which bookmark you would like to remove from the list, click Delete, then click OK.

Query by Rectangle

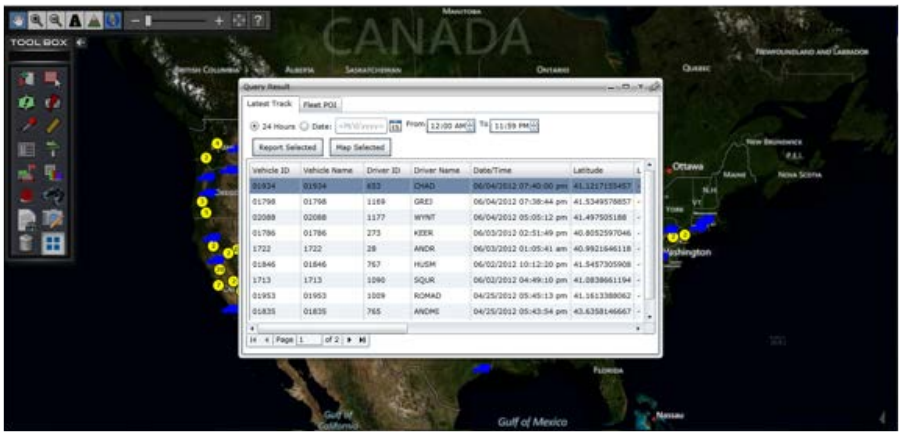
The Query by Rectangle feature allows you to view which vehicles or POIs are within a selected area, as well as details about those vehicles or POIs. Vehicle details include the Vehicle ID, Driver ID, Date/Time, Ignition status, Speed, and HOS status. This feature is useful for locating all vehicles and POIs in a designated region where you may have a load.

To use the Query by Rectangle feature, click the icon in the Tool Box, then click on the map and drag a rectangle around the area you want to query.

From here, you can narrow your search results. Select whether you want to view Latest Track (vehicles) or POI (landmarks), and the timeframe for which you want to query data.

Select a vehicle and Report Selected data for a list of all position updates of that particular vehicle, or Map Selected data to view a breadcrumb trail of the vehicle's travel. The default report time interval is the current 24-hour period. To configure the time interval, select the Date option, then select the date (and time, if you would like to further refine your search results).

If you select Report Selected, a new window will appear displaying the positions and events of the selected vehicle in a spreadsheet format. If you select Map Selected, the map will zoom into the area where the vehicle is located and an animated icon will display the path and direction of the selected vehicle. You can use the animation control to pause or stop the animation.



Geofences

The Geofence feature allows you to draw a "fence" around a critical location to your operation, such as a customer location, a terminal, and more. Once you create geofences, you can subscribe to alerts (see **Mapping > Alert Subscriptions**) that will notify you when vehicles enter and exit geofences, as well as run the Geofence Report (See **Mapping > Reports**). The geofence entry/exit alerts provide you with notification that your drivers are on schedule with their daily tasks, and the Geofence Report is particularly useful for documenting detention time of vehicles at customer sites.

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If you have a third-party dispatch solution, you can use Rand McNally Connect to create your geofences so you can receive auto arrive/auto depart alerts and report on these events via your third-party solution.

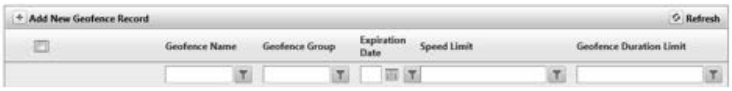
NOTE: If you have a significant number of geofences you would like to create, you may choose to first upload the lat/long coordinates of significant locations for your operation, then you can create geofences around those uploaded POIs. This will help you save time in locating the area you would like to geofence (see **Mapping > POI Admin**).

Using the Geofence Manager

Click the icon in the Tool Box to view the Geofence window. The Geofence window lists all geofences created by everyone in your organization who has a Portal login.

To simplify the amount of geofence data listed in the Geofence window, click the icon next to the geofence group (Geofence Group: Route Geofences) to collapse the geofences within it.

You can also search for a particular geofence by using any of the column filters. Enter the keyword you would like to use in the text box under the Geofence name, Geofence Group, Expiration Date, Speed Limit or Geofence Duration Limit columns, click the icon to apply the filter of your choice (see image below), then click Refresh.



Create Geofence

Select the Manage Geofence Record tab in the Geofence window.

Click Add New Geofence Record. Enter a name for the geofence in the Geofence Name text box, then select to assign it to a Geofence Group from the drop-down menu. Choose whether you would like to draw a polygon, radial or line buffer geofence. Polygon geofences are the most precise and allow you to create a multi-point geofence in the exact shape of your location on the map. Radial geofences enable you to create a circular geofence around a desired location. Line Buffer geofences are useful for if you would like to generate an alert when a vehicle surpasses a general region where you would not want your vehicles to travel (such as along a regional or country border).

Draw Polygon Geofence

Click Draw Polygon Geofence. To start drawing the first segment of the geofence, click on the map, move the mouse over to create the first side of the fence, then click again to end the length of the side and place it on the map. Continue doing this until you've added all desired sides. Once you are finished drawing the geofence, double click to save it.

Draw Radial Geofence

Click Draw Radial Geofence. Double click on a point on the map. This will be the center of the circular geofence. Once you have double clicked on a point on the map, select the Geofence window and enter a value (in meters) in the Buffer text box. This becomes the radius around the point you've selected from the map.

Draw Line Buffer Geofence

Click Draw Line Buffer Geofence. You can choose to draw one line, or several connected segments. To start drawing the first segment of the geofence, click on the map, move the mouse over to create the first segment, then click again to end the length of the side and place it on the map. Continue doing this until you've added all desired segments. Once you are finished drawing the geofence, double click to save it.

Once your geofence has loaded, the following will appear in the Geofence window:

The GeoFence has been successfully added.

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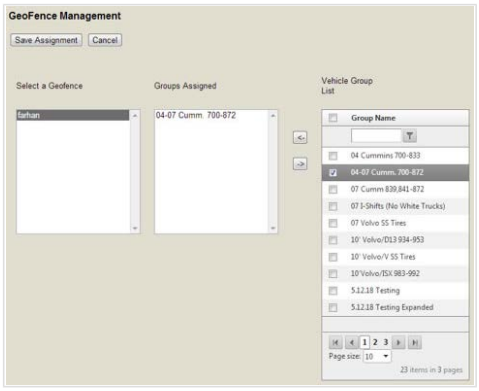
You can also set an expiration date for the geofence. This is useful if you are creating a geofence around a particular area of construction that has an end date, or a region of the country where there may currently be a natural disaster that you would like your drivers to avoid for a temporary period. To set an expiration date, place your cursor in the text box and enter the date of expiration, or click the icon to select the expiration date from the calendar.

Once you are satisfied with your entry and want to save your geofence, click Insert.



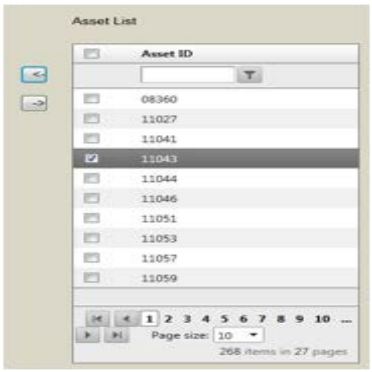
You can select to have only certain vehicles or vehicle groups generate alerts and display in the Geofence Report for a particular geofence. From the Manage Geofence Record tab, select the check box next to the desired geofence, then click Assign Assets to Selected GeoFences.

To assign individual vehicles, go to the Assets List, click the check boxes next to the vehicles you would like to assign to the selected geofence, then click <-. The vehicles will move over to the Assigned Assets window, letting you know they have been added.

To assign vehicle groups, go to the Vehicle Group List, click the check boxes next to the vehicle groups you would like to assign to the selected geofence, then click <-. The vehicle groups will move over to the Assigned Groups window, letting you know they have been added.

When you are done with your changes, click Save Assignment.

If you do not assign selected assets to a geofence using this feature, any vehicle that passes through the geofence will be included in the Geofence Report and generate an alert if you are subscribed to the Geofence Exit or Geofence Entry alerts.



To view a geofence once you've saved it, select the check box next to the desired geofence from the Manage Geofence Record tab, then click Map Selected. The map will then zoom to the geofence's location. You can also select to view multiple geofences or an entire geofence group in the same manner.

Edit & Delete a Geofence

To edit a geofence, select the check box next to the geofence you would like to edit in the Geofence window and click Edit.

You can edit the geofence in the same way you created it initially (geofence name, geofence group, shape and position on map). To redraw the geofence, just click either Draw Polygon Geofence, Draw Radial Geofence, or Draw Line Buffer Geofence, then follow the directions listed in the Create Geofence section above. Once you are satisfied with your changes, click Update.

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To delete a geofence, select the check box next to the geofence you would like to delete and click Delete. A pop-up window will appear. Click OK to delete the geofence.

Create a Geofence Group

To create a geofence group, select the Manage Geofence Group tab, then click + Add New Geofence Group. Enter a name for the geofence in the text box, then click Insert.

Edit & Delete a Geofence Group

To edit the name of a geofence group, select the Manage Geofence Group tab, select the check box next to the geofence group you would like to edit, and click Edit. Edit the name of the geofence, then click Update.

To delete a geofence group, select the check box next to the geofence group you would like to delete and click Delete. A pop-up window will appear. Click OK to delete the geofence group. Note that if you delete a geofence group, you will only delete the group, but not the individual geofences that were included in that group.

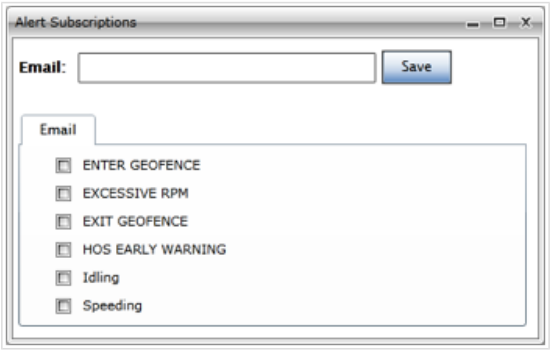
Alert Subscriptions

The Alert Subscriptions feature enables managers to receive email notifications of performance and compliance events that occur on the road, even when they are not in front of their computer at the office. It allows you to subscribe to receive email alerts for events such as geofence entry/exit, excessive RPM, HOS early warnings, idling and speeding.

Subscribe to Alerts

Alerts will include additional information related to the event, such as the lat/long coordinates of the event, speed, ignition status (on/off), vehicle ID, Driver ID, HOS current status, address, date/time.

To subscribe to email alerts, click the icon in the Tool Box, then click Edit. Enter your email address and select the check boxes next to which alerts you would like to receive, then click Save.



You will then receive an email that contains your authorization code. Enter your authorization code in the text box and click Authorize.

VALIDATE ALERTS
In order to validate your alert information, an activation code has been sent to you. Please enter the code provided in the textbox below.
Authorize
Cancel

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Alert	How Alert is Configured
Enter Geofence	Alert generated when geofences are set up (see **Mapping > Geofences**). Alert is triggered by 20-minute pings as well as any events that may occur inside the geofence (such as speeding, idling, excessive RPM).

Excessive RPM	Alert generated when driver/vehicle exceeds Over Idle Log Seconds setting (see **Management > System Settings > Performance settings > Over RPM Log Seconds**).
Exit Geofence	Geofences must be set up first set up geofences first (see **Mapping > Geofences**). Alert is triggered by 20-minute pings as well as any events that may occur inside the geofence (such as speeding, idling, excessive RPM).
HOS Early Warning	Alert generated when driver has one hour left of available drive time.
Idling	Alert generated when driver/vehicle exceeds Over Idle Log Seconds setting (see **Management > System Settings > Performance settings > Over Idle Log Seconds**).
Speeding	Alert generated when driver/vehicle exceeds Over Speed Log Seconds setting (see **Management > System Settings > Performance settings > Over Speed Log Seconds**).

Email alerts include information on the Vehicle ID, Driver Name, and Date/Time of the event.

Edit Alert Subscriptions

To edit which alerts you subscribe to, click the icon in the Tool Box. Enter your email address, click Edit, and make any changes, then click Save.

NOTE: If you start to receive a significant amount of alerts (for an event such as speeding, which can occur frequently), you may want to raise the speed, idle and over RPM limits so that you receive alerts only for significant performance events (see **Management > System Settings > Performance Settings**).

Lat/Long Locator

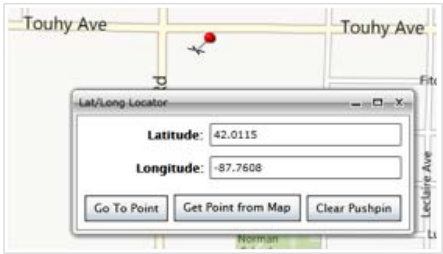
The Lat/Long Locator enables you view at lat/long location on the map, or obtain the lat/long coordinate of a location on the map.

View a Lat/Long

If you know the lat/long coordinate of a location and would like to view the location on the map, click the icon in the Tool Box, then enter the Latitude and Longitude of the desired location in the text boxes, then click Go To Point.

Obtain a Lat/Long

If you know the map position of a location and would like to obtain the lat/long of the location, first make sure that the desired location is visible on the map (if it is not, zoom in further so you can see it), click Get Point from Map, then click on the desired location on the map. The lat/long coordinate will then appear near the point you've selected on the map Clear Pushpin.



NOTE: If you want to view a new lat/long, first clear your previous lat/long point from the map by clicking .

Measure

The Measure tool helps you to determine the distance and area of segments, polygons or circles. This feature is ideal for quick, at-a-glance measuring, (e.g. the perimeter or area of a geofence, estimating the length of a route, etc.)

Measure a Linear Distance, an Area, or a Circle

To measure an area on the map, click the icon in the Tool Box. Select whether you want to draw a linear distance , an area , or a circle , then select whether you want to measure in the default unit, Miles

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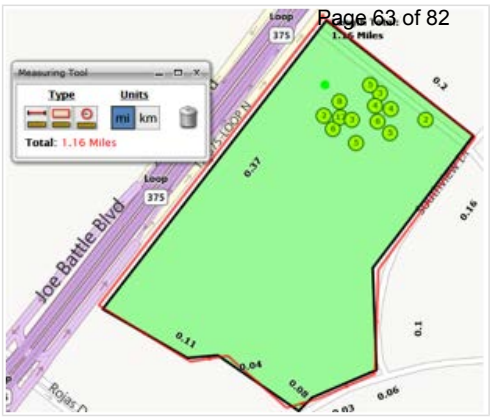


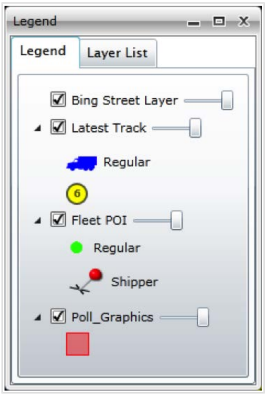
mi, or in Kilometers km. Click once on the map to begin to draw the segment or shape you want to measure. Once you are finished creating the segment or shape, double click to save the set of segments or shape you want to measure. The segment lengths or area of the shape will appear in red near the area you've selected on the map.

NOTE: If you want to create a new set of segments or a new shape, first clear your previous attempt from the map by clicking the icon.

NOTE: Make sure you have clicked the icon on the Navigation Bar before you click the measuring tool of your choice, to ensure that you do not accidentally continue to zoom in or out. You will not be able to use the Measure tool until you have done so.

Map Legend

The Map Legend enables you to control which attributes are visible on the map, including POIs, vehicles, and details about the vehicles, such as vehicle name and current status.



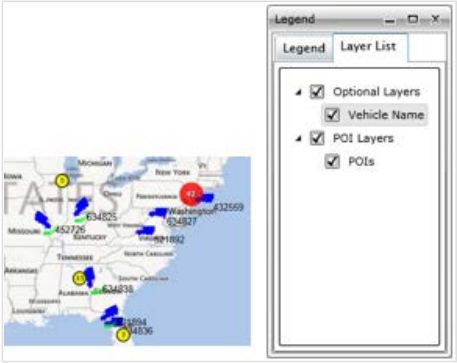
Legend Tab

You can turn certain map attributes on or off, as well as adjust the transparency of certain attributes (lightness and darkness of the graphics).

To adjust the visibility of attributes, click the icon in the Tool Box. Check the box to view the attribute, or uncheck the box to remove the attribute from the map. Slide the toggle bar to adjust the transparency of the attribute on the map.

Layer List Tab

Select to view Vehicle Names next to the truck icons by checking the box next to Vehicle Name.



Geocode

The Geocode feature enables you to either enter a street address and view its lat/long and location on the map, or obtain a location's street address. This is useful if you would like to obtain the street address of remote locations or important customer and terminal locations of your business and save them as landmarks using the POI Admin tool (see **Mapping > POI Admin**).

View Street Address

If you know the street address of a location and

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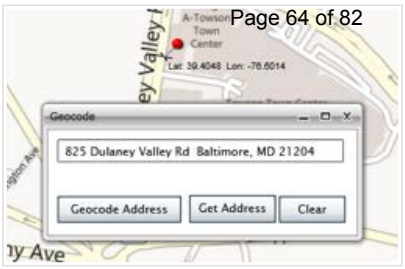

would like to view it on the map, click the icon in the Tool Box, enter the street address in the text box and click Geocode Address. The map will then zoom to the location of the street address. The lat/long coordinate will also appear on the map near the point you've selected on the map.

Obtain a Street Address

If you know the map position of a location and would like to obtain the street address of the location, first make sure that the desired location is visible on the map (if it is not, zoom in further so you can see it), click Get Address, then click on the desired location on the map. The street address will then appear in the text box in the Geocode window. The lat/long coordinate will also appear on the map near the point you've selected on the map.

NOTE: If you want to view a new street address, first clear your previous street address point from the map by clicking Clear.

Routing

The Routing feature enables you to create a route for a vehicle, which is the first step for creating a geofence around the route. Route geofences are useful for generating out-of-route alerts if your driver deviates from a route (i.e. your driver drives more than 5 miles away from a general route).

NOTE: The router within the Portal Mapping application is separate and distinct from the router in the IntelliRoute® truck navigation application on the Rand McNally in-cab devices. Therefore, there may be discrepancy between the routes generated by fleet managers with the Portal Mapping application versus the routes generated by drivers via the IntelliRoute® truck navigation application on the Rand McNally In-cab devices. The benefit of generating a route in the Portal Mapping application is so you can create a route geofence around it and then subscribe to Geofence Exit alerts, which will notify you of when your drivers deviate significantly from the general route. The route geofence feature should therefore be used as a general guide for out-of-route driver behavior, and not as an exact determination of what route your drivers will take.

For this reason, we recommend creating a generous buffer of at least 5000 meters (about 3 miles) around the route.

Add a Route

To create a route, click the Icon in the Tool Box.

To add a stop on the route, you can enter an address or lat/long, or pick a location from the map.

Add Stops

To add a street address as a stop, enter the street address in the Address text box, then click Search Address.

To add a lat/long as a stop, enter the lat/long in the text box, then click Search Lat/Lon.

To add a stop by picking it directly from the map, first make sure you are zoomed into the area on the map so you can clearly see the location. Click Pick From Map, then click the location on the map. The address will then appear in the text box.

NOTE: When using the Pick From Map option, before adding a second stop with the same option, make sure you have clicked the icon on the Navigation Bar before you click the map location you want to add as a second stop, to ensure that your result loads properly and appears in the Stop List.

Once you have selected your first stop, click Add as Stop The location will then appear in the Stop List.

To add additional stops, follow the same method as explained above.

To delete a stop, select it from the Stop List, then click Delete Stop.

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Add a Barrier

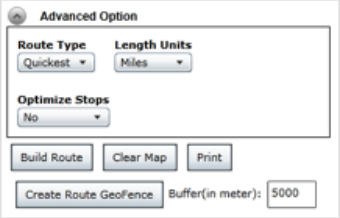
Adding a barrier will force the route around the selected location.

To add a barrier to the route, enter an address or lat/long, or pick a location from the map as explained above, then click Add as Barrier. If you pick a location from the map, be sure to be precise in marking the location. The location will then appear in the Barrier List.

To delete a barrier, select it from the Barrier List, then click Delete Barrier.

Advanced Options

You have the option to further configure your route based on route type, units of measurement and whether or not you would like the router to optimize your stops. Options include Route Type (Quickest or Shortest), Length Units (Miles or Kilometers), Optimize Stops (Yes or No).



Once you are satisfied with the stops and barriers along your route, click Build Route. The route, stops, and any barriers will appear on the map. The first stop is represented by the icon, the final stop by the icon, and any barriers by the icon.

You can select to print the route by clicking Print.

To clear the route you've generated from the map, click Clear Map.

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Create a Route Geofence

Once you have created the desired route, you can then use it to create a route geofence. Creating a route geofence then enables you to receive geofence entry and exit alerts, which will warn you when drivers deviate from a designated route (see **Mapping > Alert Subscriptions**). Click Create Route GeoFence in the Routing window, then enter the distance (in meters) on either side of the route you would like to use to create a buffer around the route in the Buffer text box. The default distance is 5000 meters (about 3 miles).

The Geofence Management window will pop up. You can create the route geofence just as you would create a regular geofence (see **Mapping > Geofences**). Enter a geofence name, group, expiration date, speed limit within geofence, and assign assets to the selected route geofence.

To view the route geofence one you've saved it, select the check box next to the selected route

geofence, then click Map Selected.

Reports

The Reports feature allows you to view detailed spreadsheet-style information on geofence and alert-based events in your fleet.

The reports and descriptions of each are provided below.

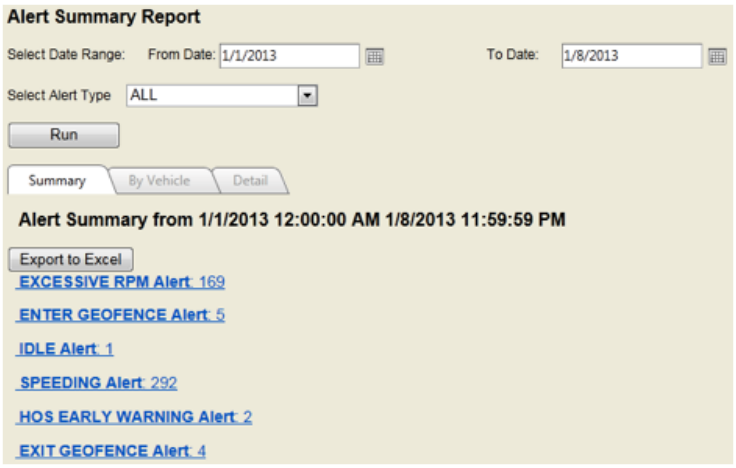
Report Name	Description
Alert Report	Reports on which alerts have been generated for a designated time interval. Report can be run to display all alerts, as well as geofence entry and exit, speeding, idling, excessive RPM, and HOS early warning (1 hour of left of available drive time) alerts.
Geofencing Report	Reports on the exit and entry time of vehicles in geofences and the duration of their time within the specified geofence(s) for documenting vehicle detention at customer sites. Report can be run for selected vehicle(s), selected geofence(s) or geofence group(s).

To run a report, click the icon in the Tool Box. The Report window will appear.

Alert Report

To run the Alert Report, click the icon in the Report window. Select a date range by placing the cursor in the text box and entering the date, or by clicking the icon to select the dates from the calendar to enter the **From** and **To** dates. Select the alert type you would like to query (**All**, **Geofence Entry**, **Geofence Exit**, **Speeding**, **Idling**, **Excessive RPM**, or **HOS Early Warning**), then click Run.

NOTE: Include as much information as you can in your search criteria. This produces fewer, more specific results and increases performance.



The Summary tab will then display a list of how many alerts have been generated for the queried category/categories.

Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

To view exactly which vehicles produced a particular alert, click on the desired alert type (EXCESSIVE RPM Alert: 169). The By Vehicle tab will then display a list of which vehicles produce that particular alert and how many times each vehicle produced the alert.

To view more detail about which vehicles produced the selected alert, select the check box next to the vehicle you would like to view more about, then click Detail Report on Selected from the By Vehicle tab. The Detail tab will then display a list of the date/time, location and speed of the vehicle when

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the alerts were generated.

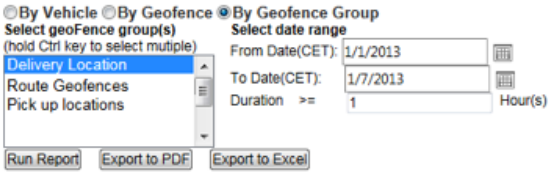
You can view the locations of where the alerts were generated by selecting the check box(es) next to the event(s) you would like to view, then clicking Map Selected Alerts. The location will then appear on the map as a icon.

You can select to remove certain alerts from the report generated by selecting the check box(es) next to the event(s) you would like to remove, then clicking Close Selected Alerts.

Geofence Report

To run the Geofence report, click the icon in the Report window. You can select to run the report by vehicle(s), by geofence(s) or by geofence group(s). To run the report for more than one vehicle, geofence or geofence group, hold the Ctrl key to select multiple vehicles, geofences or geofence groups. Select a date range by placing the cursor in the text box and entering the date, or by clicking the icon to select the dates from the calendar to enter the From and To dates. You can also select to report solely on vehicles that were located within a geofence for more than a designated amount of time. This querying tool is useful for determining which vehicles stayed in geofences placed around customer locations longer than your organization's designated detention time limit (for example, vehicles that stayed at customer sites for one hour or more). To run the report, click Run Report.

NOTE: Include as much information as you can in your search criteria. This produces fewer, more specific results and increases performance.



Columns of the spreadsheet are sortable. Click on the column heading to sort the report according to the specified metric.

AVL GeoFence Report Card

From 1/22/2013 to 1/25/2013

Drag header of VehicleID, GeoFence Name or GeoFence Group Name to here for grouping records

GeoFence Name	VehicleID	Vehicle Name	Enter GeoFence	Exit GeoFence	Time In GeoFence	GeoFence Group Name
IPOrange	02305	187	1/22/2013 12:16:52 AM	1/22/2013 12:22:52 AM	6 Minute(s)	
IPOrange	02305	187	1/22/2013 12:28:53 AM	1/22/2013 12:31:10 AM	2 Minute(s)	
IPOrange	02282	185	1/22/2013 1:15:42 AM	1/22/2013 1:21:45 AM	6 Minute(s)	
IPOrange	02359	197	1/22/2013 1:16:32 AM	1/22/2013 1:28:34 AM	12 Minute(s)	
IPOrange	02282	185	1/22/2013 1:42:57 AM	1/22/2013 1:53:02 AM	10 Minute(s)	

Save Report

You can export the Geofence report to a PDF or Excel file for sharing with other users or viewing outside of the Portal. To save the report to a PDF, click Export to PDF. To save the report to an Excel file, click Export to Excel.

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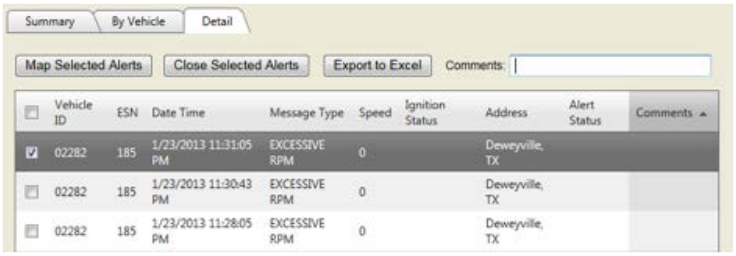


You can run reports and export them to a PDF file for sharing with other users or viewing outside of the Portal. To save the reports you run, click Export to Excel.

System Messages

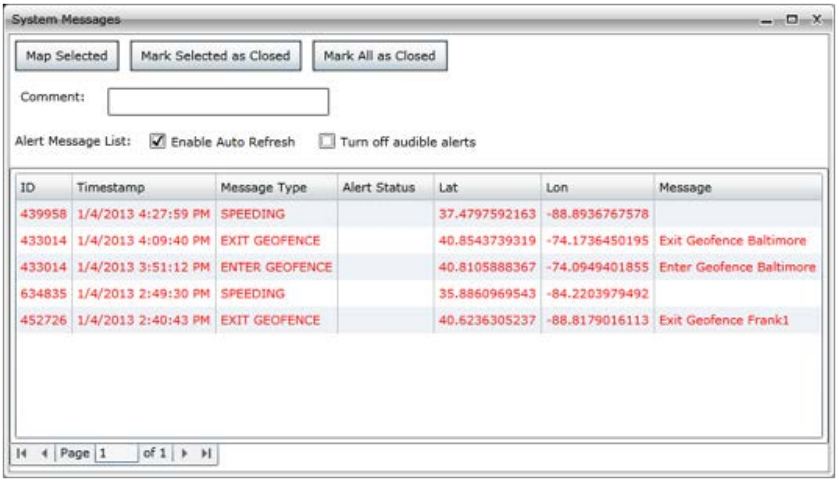
The System Messages feature allows you to monitor all incoming alerts and email messages received while you are actively using the Mapping application. It will alert you in real time to any events that occur, such as geofence entry and exit, speeding, idling, excessive RPM, and HOS early warning (1 hour of left of available drive time), as well as display any free-form and form-based messages received.

When there are outstanding system messages, an alert sounds and the System Message icon in the Tool Box flashes.

To open the System Messages window, click the icon in the Tool Box. To view the map location of where the message was generated, click on the message in the list, then click Map Selected. The map will zoom to the location where the alert was generated.

You have the option to review and close the messages as they come in. To mark an individual issue as closed, click on the message in the list (select more than one issue by clicking the first, then click CTRL while clicking the others), enter a Comment in the text box above the list, then click Mark Selected as Closed. A pop-up will appear saying the alert message has been closed successfully. Click OK to close the pop-up. Any comments entered will then appear in the Alerts report (see **Mapping > Reports > Alert Report**).

To mark all issues as closed at once, you can enter a comment for all issues (type CTRL + A to select all issues, then enter the Comment in the text box above the list), then click Mark All as Closed. A pop-up will appear saying the alert messages have been closed successfully. Click OK to close the pop-up. Any comments entered will then appear in the Alerts report (see **Mapping > Reports > Alert Report**).


System Messages
Map Selected
Mark Selected as Closed
Mark All as Closed
Comment:
Alert Message List:
Enable Auto Refresh
Turn off audible alerts
ID
Timestamp
Message Type
Alert Status
Lat
Lon
Message
439958 1/4/2013 4:27:59 PM SPEEDING 37.4797592163 -88.8936767578
433014 1/4/2013 4:09:40 PM EXIT GEOFENCE 40.8543739319 -74.1736450195 Exit Geofence Baltimore
433014 1/4/2013 3:51:12 PM ENTER GEOFENCE 40.8105888367 -74.0949401855 Enter Geofence Baltimore
634835 1/4/2013 2:49:30 PM SPEEDING 35.8860969543 -84.2203979492
452726 1/4/2013 2:40:43 PM EXIT GEOFENCE 40.6236305237 -88.8179016113 Exit Geofence Frank1
Page 1 of 1

Select the Enable Auto Refresh check box to ensure the System Messages feature will update automatically as new messages come in.

Turn off audible alerts

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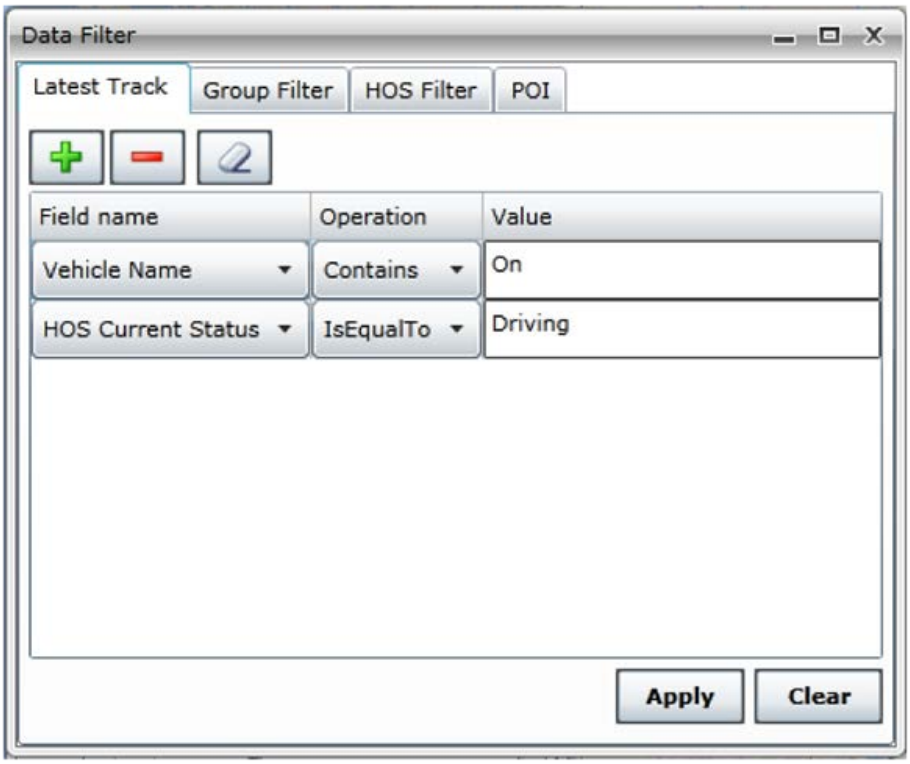
Data Filter

The Data Filter feature enables you to see specific assets on the map according to the query you run. This is an ideal feature for an at-a-glance analysis of exception-based events. For example, you might want to only view all vehicles whose engines are currently running and whose drivers Hours of Service status is driving mode.

To use the Data Filter feature, click the icon in the Tool Box.

To use the Data Filter feature to view specific vehicles, select the Latest Track tab. To add a filter, click, then select the Field Name and Operation you want to use to build your filter. Select the Value you want to filter on. Click Apply.

You can also remove filters by selecting the desired filter, then clicking. To remove all filters, click.



To use the Data Filter to view drivers that have a specified available drive time, select the HOS Filter tab. Select whether you would like to search by drivers who have less than a specific amount of hours (< Hour(s)), more than a specific amount of hours (> Hour(s)) or between a certain amount of hours (Hours). When you are satisfied with your filter, click Apply.

To use the Data Filter to view specific driver or vehicle groups, select the Group Filter tab. Select the check box next to the groups you would like to view, then click Apply.

To use the Data Filter feature to view specific POIs, select the **POI** tab. Select the **Field Name** and **Operation** you want to use to build your filter. Select the Value you want to filter on. Click Apply.

click. You can also remove filters by selecting the desired filter, then clicking the icon. To remove all filters, click.

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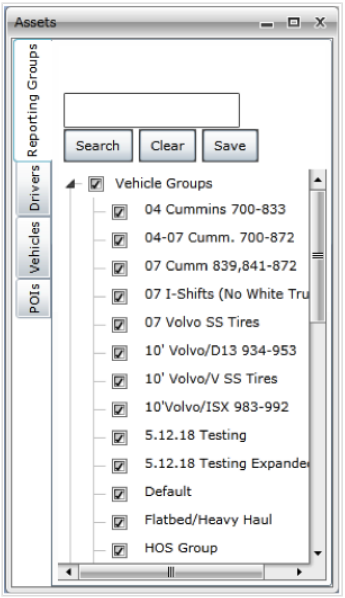
Once you have applied the data filter, the number of assets that apply to the data filter will appear in the Data Filter window (as seen in the example 7 records found for your filter critiria above).

In addition, the Assets window and the icons on the map will update to show only those assets which apply to the data filter.
(see p. **Mapping > Assets**).

Assets



The Assets window enables you to control which drivers, vehicles and POIs you would like to view on the map.

The Reporting Groups tab within the Assets window and the map will only display the Driver and Vehicle groups that you are assigned to see based on the Reporting Group settings in the Management area of the portal (see **Management > Reporting Groups**).

Click on the check box next to Show All Features to view all vehicles on map.

Click on the check boxes next to certain driver or vehicle groups if you would only like to see those particular groups on the map.

Once you select the assets you would like to view via the Assets window, you can save these changes by clicking the button. This feature will ensure that all subsequent times you log in, the groups you selected to view will display in the same way without having to configure them each time you select the Mapping application.

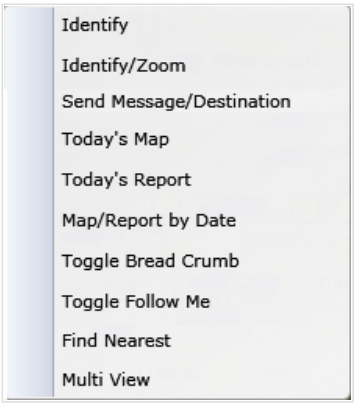
Click the Drivers tab to view certain drivers only on the map. If you selected Show All Features on the Groups tab, all drivers will display on the Drivers tab. If you've previously selected certain Driver groups to display on the map on the Groups tab, only those drivers will display on the Drivers tab.

Click the Vehicles tab to view certain vehicles only on the map. If you selected Show All Features on the Groups tab, all vehicles will display on the Vehicles tab. If you've previously selected certain Vehicle groups to display on the map on the Groups tab, only those vehicles will display on the Vehicles tab.

Click the POI tab to view POIs on the map (see **Mapping > POI Admin** for information on setting up POIs).

If you close the Assets window and would like to view it again, click the icon in the Tool Box.

Various tools are available from the Assets window that let you identify vehicles, generate a map or report for a specific date range, or ping the vehicle device.



NOTE: The tools that are available from the Assets window are also available in a pop-up menu when you click on an individual vehicle or POI on the map. For example, if you click on a POI symbol on the map, a pop-up menu will also appear featuring the Identify, Identify/Zoom and Multi View options.

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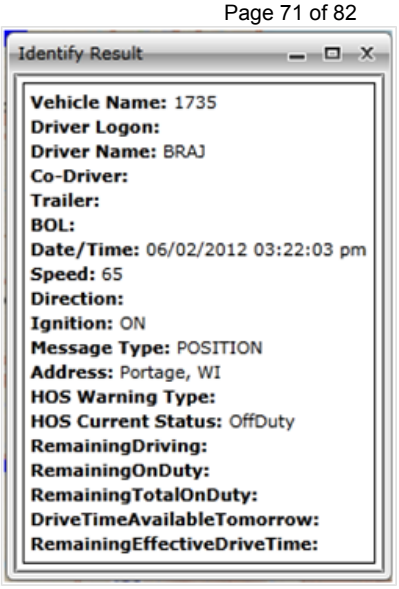
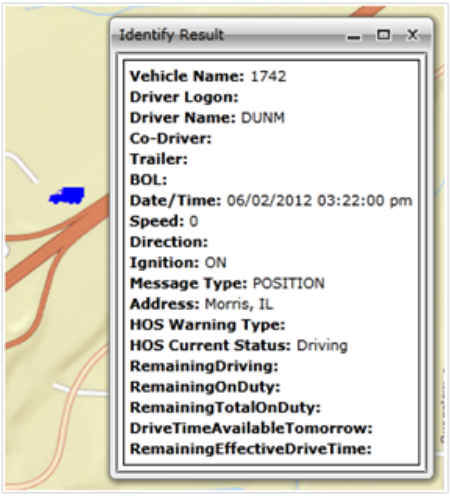
Identify a Vehicle



To identify a vehicle, select it from the Assets window, or click the icon on the map, then click Identify. A window will display featuring information about the vehicle, the driver, speed, address, and Hours of Service information.

Data displayed on this window include Driver Name and ID, direction of travel, trailer number, BOL, any co-drivers, and location is now shown as an address. Hours of Service information also displays such as Remaining Driving time, Remaining On Duty time, Remaining Total On Duty time, Drive Time Available Tomorrow, and Remaining Effective Drive Time.

Identify and Zoom to a Vehicle Location



To identify and zoom to a vehicle location, select it from the Assets window, or click the icon on the map, then click Identify/Zoom. The map will zoom to the vehicle's location and a window will display featuring information about the vehicle, the driver, speed, address, and Hours of Service information.

Ping a Vehicle

To locate up to the current minute, select it from the Assets window, or click the on the map, then click Ping. The map a vehicle's location will refresh, showing the vehicle's current location.

Send a Message or Destination to a Vehicle

Send a Message

To send a new message, select the Send Messages tab from the Send Message/Destination pop-up window. Select the **Transmission Mode** (Wi-Fi or Cell, Wi-Fi, Wi-Fi, Cell or Satellite*), enter a subject in the Subject line, and write your message, and click Send Message.

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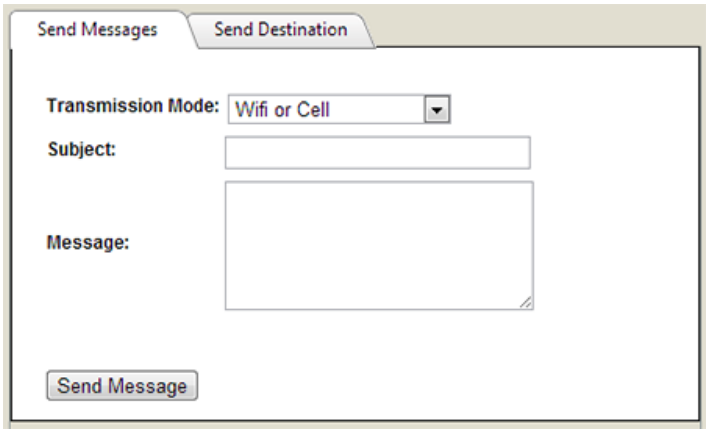


Send a Destination

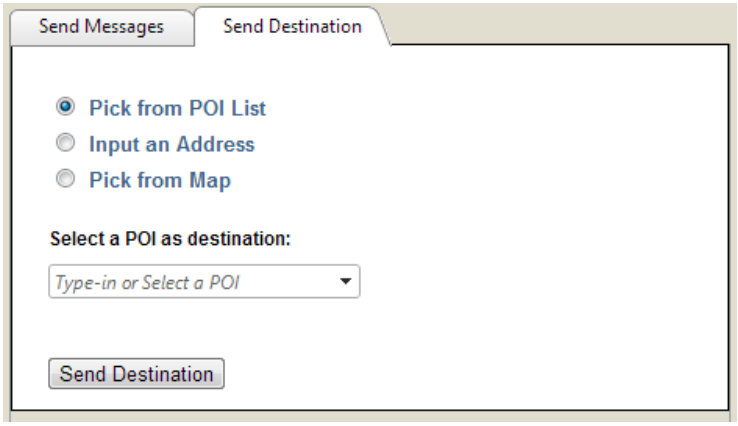
To send a destination down to a driver, select the Send Destination tab from the Send Message/Destination pop-up window.

To send a POI as a destination that you have saved as a POI, select the Pick from POI List option and the POI name in the drop-down menu or select it from the drop-down menu (see **Mapping > POI Admin** to set up POIs).

To send an address as a destination, select Input an Address, enter the address in the Enter Address text box. If you would like, you can enter a description of the destination in the Destination text box, which will display in the body of the message on the in-cab unit.

To select a location from the map as a destination, select Pick from Map option, then select Click here to get a destination from map. If you would like, you can enter a description of the destination in the Destination text box, which will display in the body of the message on the in-cab unit.

When you are satisfied with your destination choice, click Send Destination.



Display Today's Map (Vehicle Breadcrumb Trail)

To identify a vehicle, select it from the Assets window, or click the icon on the map, then click Today's Map.

The map will zoom to the location of the vehicle and an animated icon indicates the vehicle's route starting at 12AM of the current day. The animated trail will also start automatically and the Animation Control window will appear on the map.

To play the animated trail, click Play.

To pause the animated trail, click Pause.

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To resume the animated trail, click Resume.

To stop the animated trail, click Stop.

You can hover your mouse over a breadcrumb to view more information on the breadcrumb, such as the date and time, lat/long, and if it was a position update or if it was an event (speeding, idling, etc.).

Monitor the Path of a Vehicle

To monitor the path of a vehicle, select it from the Assets window, or click the icon on the map, then click Toggle Bread Crumb. Once you turn on this feature, the vehicle's path will appear as a dotted line as the vehicle continues to move. This feature allows you to view the continued path of a vehicle while still being able to zoom to other locations on the map.

To turn off the feature, reclick Toggle Bread Crumb.

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Follow the Path of a Vehicle

To actively follow the path of a vehicle, select it from the Assets window, or click the icon on the map, then click Toggle Follow Me. When this feature is turned on, the vehicle's location will always display in the center of the map as it moves. This feature allows you to keep a close eye on one particular vehicle as it moves.

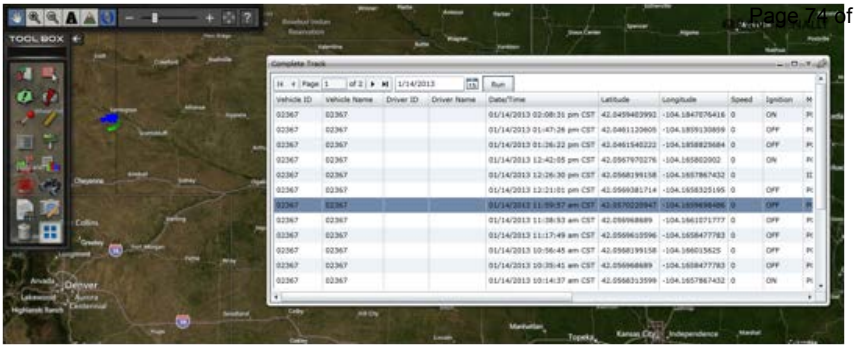
To turn off the feature, reclick Toggle Follow Me.

Display Today's Report

To view the breadcrumb trail locations of a vehicle in a report format, select the vehicle from the Assets window, or click the icon on the map, then click **Today's Report**.

The Track Report will display information about the vehicle, date/time of event, location, driver, speed, address, and Hours of Service information for the selected date range.
Click on one of the position updates in the spreadsheet to view where it occurred on the map.

NOTE: You can use the push-pin icon in the upper right corner of the report to pin the report to the bottom of the Portal screen. This lets you quickly re-run the report to view the most up-to-date information.



Display a Mapped Trail or Report for a Time Frame Longer than the Current Day

Map by Date

To display the breadcrumb trail of a vehicle on the map, select the vehicle from the Assets window, or click the icon on the map, then click Map/Report by Date. Select a date range by placing the cursor in the Start Date and End

Date text boxes and entering the date, or by clicking the icon to select the dates from the calendar. To run the report, click Map.

The map will zoom to the location of the vehicle and an animated icon indicates the vehicle's route starting at 12AM of the selected Start Date. The animated trail will also start automatically.

To play the animated trail, click Play.

To pause the animated trail, click Pause.

To resume the animated trail, click Resume.

To stop the animated trail, click Stop.

NOTE: The date range for the Map by Date should be no more than three days.

Report by Date

To display the breadcrumb trail locations of a vehicle in a report format, select the vehicle from the Assets window, or right-click the icon on the map, then click Map/Report by Date. Select a date range by placing the cursor in the Start Date and End Date text boxes and entering the date, or by clicking the icon to select the dates from the calendar. To run the report, click Report.

The Track Report will display information about the vehicle, date/time of event, location, driver, speed, address, and Hours of Service information for the selected date range.

Once the Track Report displays, you can select to view only the breadcrumbs from a particular date. Select a date by placing the cursor in the Date text box and entering the date, or by clicking the icon to select the dates from the calendar, then click Run.

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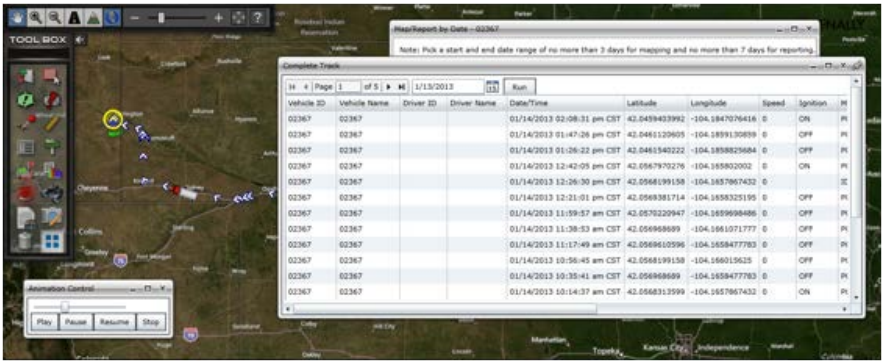

Find Nearest

The Find Nearest feature enables you to find the closest vehicle to a selected point on the map, street address, or another vehicle. This feature is useful if you have an available load at a particular location and you want to determine the best driver to pick it up.

NOTE: The router within the portal Mapping application is separate and distinct from the router in the IntelliRoute® truck navigation application on the Rand McNally in-cab devices. Therefore, there may be discrepancy between the Find Nearest estimate generated by fleet managers with the portal Mapping application versus the routes generated by drivers via the IntelliRoute® truck navigation application on the Rand McNally in-cab devices. The Find Nearest feature should therefore be used as an approximation for determining the optimal driver, and not as an exact determination.

To display the Find Nearest window, click Find Nearest on either a vehicle or a POI icon.

To find the nearest vehicle(s) to a particular location on the map, **Find nearest from point**, click Pick From Map, then click the point on the map.

To find the nearest vehicle(s) to a street address (like a customer location POI), select **Find nearest from address**, then enter the desired address in the text box.

To find the nearest vehicle(s) from a selected vehicle, select **Find nearest from Asset**.

When you have chosen the desired filter, enter the maximum search distance from the feature in the **Maximum Distance(mile)** text box (maximum distance is 500 miles).

You can also filter for the maximum number of vehicles you would like to view in your query by entering the number in the **Number of Vehicles** field. You also have the option to apply either a Quickest or Shortest filter on the type of route generated between the selected vehicle and the queried vehicles.

When you are satisfied with your filters, click Find. The map will then zoom into the area where the closest vehicle is located.

DisplayVehicle Location on Multiple Map Views

To view location of a vehicle in multiple map views outside of the Portal, select the vehicle from the Assets window, or right-click the icon on the map, then click By Vehicle.

A pop-up will appear informing you that an external link will open. Click OK. A new browser

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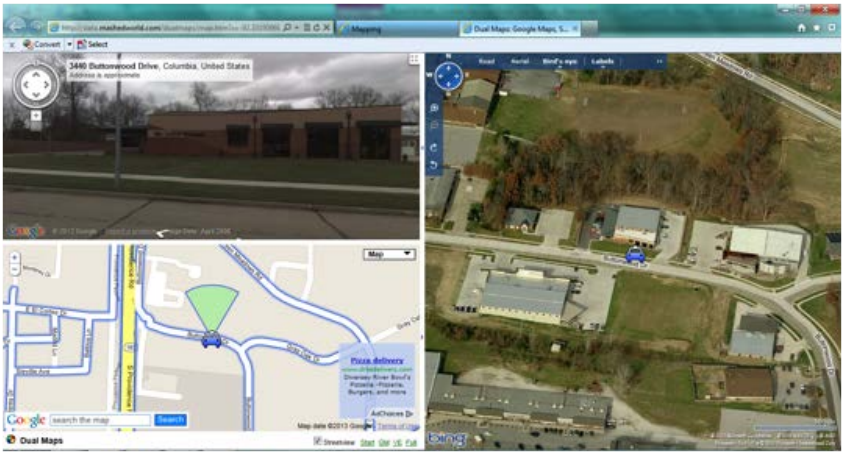
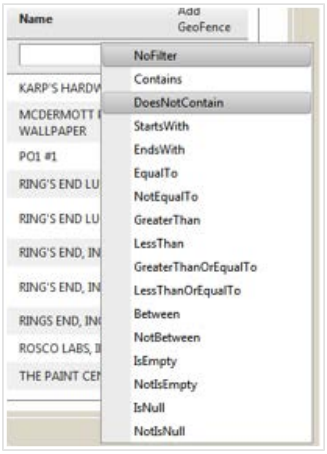
tab will open where your map displays in Google Maps, Google Street View, and Virtual Earth formats.



POI Admin



The POI Admin feature enables you to save locations to the Mapping application. This is ideal for loading customer locations, terminal locations, and more.

Having POIs loaded into your Portal account also enables you to more effectively find a vehicle closest to an available load at a customer site (see p. Find Nearest 101).

To add or edit POIs in your account, click the icon in the Tool Box.

Using the POI Manager

You can search for a particular POI by using any of the column filters. Enter the keyword you would like to use in the text box under the Lat/long, POI Type, or Name columns, click the icon to apply the filter of your choice (see image below), then click Refresh.

Add a POI Type

Before you add POIs, you may want to create separate groups of POIs (for example, customer location, terminal, office, etc.).

To add a POI type, click Add New POI Type in the Manage POI Type section of the POI window, enter the name of the POI type in the text box, select the symbol you would like to use to represent the POI, then click Insert to add the entry to the database.

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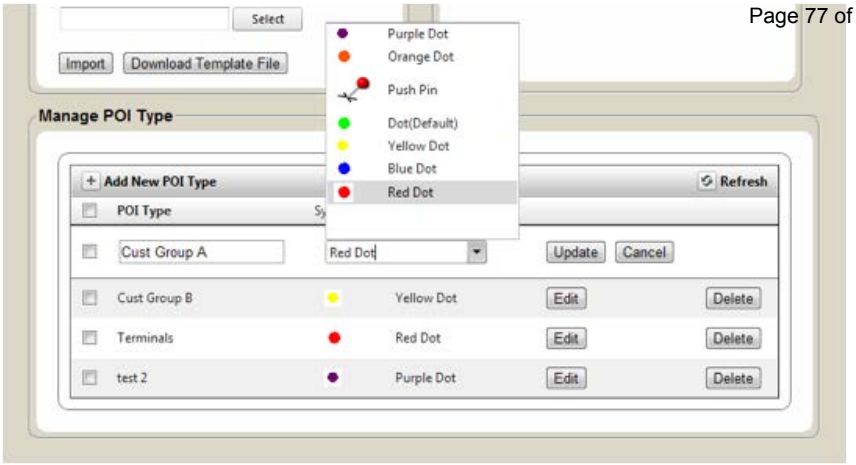

Edit & Delete POI Type

To edit a POI type, select the check box next to the geofence group you would like to edit, click Edit, then rename the POI type. Once you are satisfied with your changes, click Update.

To delete a POI type, select the check box next to the geofence group you would like to delete and click Delete. A pop-up window will appear. Click OK to delete the geofence group. Note that if you delete a POI type, you will only delete the POI type, but not the individual POIs that were included in that POI type.

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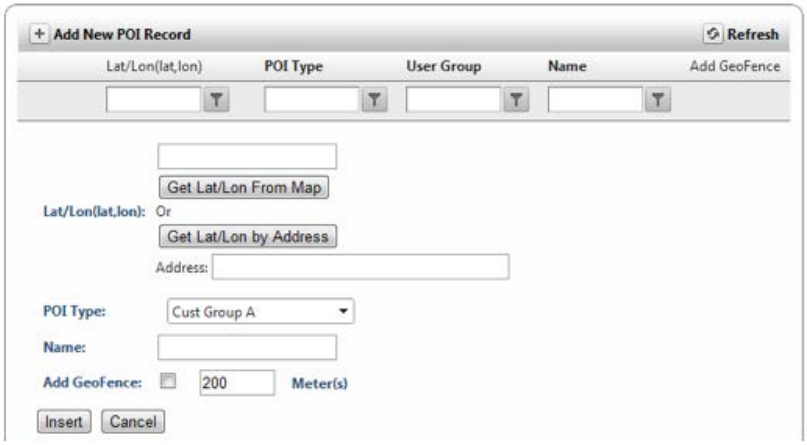
Add a POI

If you would like to add POIs individually to your Portal account, click Add New POI Record.

If you want to select the location from the map, click Get Lat/Lon From Map, then click on the map on the location you would like to enter as a POI. The lat/long coordinates will then appear in the POI Admin window in the text box.

If you want to generate the lat/long coordinate from a street address, enter the address in the Address text box and click Get Lat/Lon by Address. Select a POI type and enter a name for the POI.

You can also select to create a radial (circular) geofence around the POI by selecting the Add Geofence check box and entering a distance (in meters) in the text box. To save the POI, select Insert.



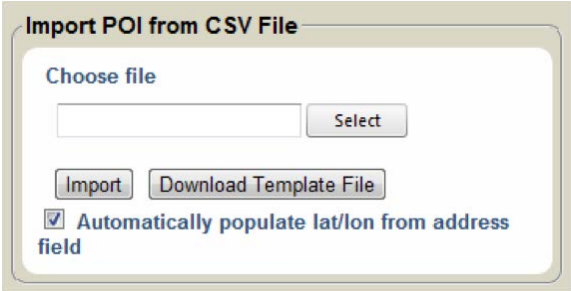
Edit & Delete a POI

To edit a POI, click Edit next to the POI Record you want to edit and make any necessary changes. If you would like to change the lat/long, delete the text in the **Lat/long** text box, then follow the same procedure you used to create a new POI. Once you are satisfied with your

changes, click Update.

To delete a POI, select the check box next to the POI you would like to delete and click Delete. A pop-up window will appear. Click OK to delete the POI.

Import Multiple POIs Simultaneously from CSV File



If you have the addresses or lat/long coordinates of the locations you would like to make into POIs, you can save time creating them by uploading them simultaneously to the portal.

If you already have the lat/long coordinates of the locations you would like to load in the Mapping
application, you can upload them to the portal.

You can add the addresses or lat/long coordinates of the POIs you would like to upload to the POI Template File. To download the template file, click Download Template File, then click on the downloaded document on the bottom of your screen .

The spreadsheet document will open on your computer (usually opens as an Excel file if you have
Microsoft Excel). Provide the name, type, lat/long or address, and if applicable, a subgroup, of each POI you would like to upload. Note that all of the POIs in one spreadsheet document should follow the same location format (i.e. either lat/long OR addresses, but not both).

Once you have added all your POIs to this CSV file, save the document to your computer, then from the POI Admin window in the Portal, click Select from the POI window and select the file you've just created. If you have entered addresses in the Address column on the Template File, instead of entering lat/long coordinates of your desired POI locations, select the check box next to the Automatically populate lat/lon from address field field . Click Import to finish uploading your POI locations.

Create a POI Geofence

To create a radial geofence around a POI, select the check box next to the POI you would like to create a geofence around, click Create POI Geofence, then OK. A check box will then appear in the Add Geofence column of the POI Admin window indicating that there has been a geofence created around it. The default area is 200 meters radius (about 220 feet). If you would like to edit this, select the check box to the left of the POI, edit the radius in the Meters text box, then click Update.

Once you've created basic radial geofences around the POIs in the POI Admin window, you can then create more precise multi-point geofences around them by clicking Manage GeoFences... . The Geofence Manager window will open up and you can then edit the geofence around the POI (see p. 80 Geofence).

Delete a POI Geofence

To delete a POI geofence, select the check box next to the POI whose geofence you would like to delete and click Delete. A pop-up window will appear. Click OK to delete the POI geofence. Note that if you delete a POI geofence, you will only delete the POI geofence, but

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not the individual POI itself.

Exporting POI Records

For your records, you can export the points you generate and save to the Portal to your computer.

To save the lat/long coordinates of the POIs in a spreadsheet document, click Export to CSV.

To save the lat/long coordinates of the POIs so you can view them in Google Earth, click Export to KML, then click Save to save the KML file.

Clear Graphics

The Clear Graphics feature allows you to clear the map of all active windows and graphics.

To clear the map, click the icon.

Group Admin

The Group Admin feature enables you to sync the reporting groups visible in the Mapping application with those created in the Management area of the portal (see **Management > Reporting Groups**), and change the colors of the truck icons for each driver or vehicle group.

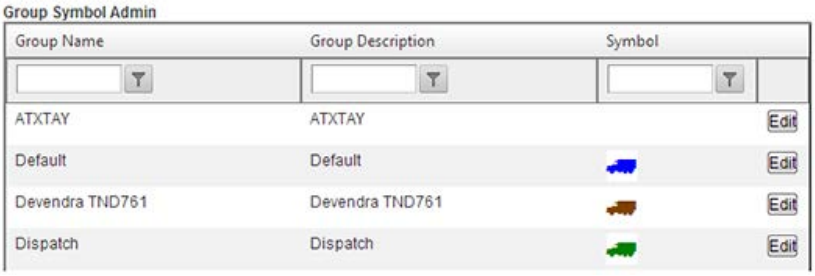
Sync Reporting Groups

If you make any Reporting Groups changes in the Management area of the portal, click **Sync Reporting Groups**. This will refresh the Driver and Vehicle groups in the Mapping application so they match those changes you made.

If you do not use this syncing feature, any changes made to the Driver and Vehicle groups in the Management section will refresh in the Mapping section once each day around midnight.

Change Truck Icon Color

You can choose to color code the vehicles in certain Driver or Vehicle groups. Click Edit, select the from the Symbol drop-down menu, then click Update.



Applications

Overview

The Applications tab on the toolbar is where you can access premium services such as Fuel Tax Management powered by OTS and SpeedGauge advanced speed reporting. Accessing these services directly through the Connect web portal means you do not have to log into a separate website to use the services.

Click **SpeedGauge** or **OTS**. The application will then open in a new tab in your browser.

SpeedGauge

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If you have purchased SpeedGauge, you can access the service directly through the Connect web portal. This means you can log in once, to the Connect web portal, without having to log in separately to SpeedGauge's site.

SpeedGauge Help FAQ: North America

- 1.What is SpeedGauge?
- 2. How is SpeedGauge reporting organized? What are ÒVehicle GroupsÓ?
- 3. Can vehicles belong to more than one Group?
- 4. Why should my company have more than one Vehicle Group?
- 5. What are my SpeedGauge Report Preferences?
- 6. What are ÒCustomer AdministratorsÓ, ÒCustomer UserÓ and ÒGroup MembersÓ?
- 7. Where are my old reports?
- 8. How do I download reports? Can I open reports in Excel?
- 9. How does report emailing work?
- 10. How often should I receive my reports?
- 11. When are reports processed and sent?
- 12. Which reports should I receive? Incident or Summary?
- 13. What speed limit thresholds should I select?
- 14. What are ÒVehicle TypesÓ? Should I select Car, Truck or HazMat speed limits?
- 15. What if the speed limit data is inaccurate?
- 16. Help! Where do I go for more assistance?

OTS

For more information on how to use OTS, click the Support tab at the top of the OTS site.

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Data Retention

Based on the type of data, information is available for viewing in the Rand McNally Connect web portal for a particular time period from when it was generated.

Information	Description	Retention Time	Retention Time (Days)
Messages waiting to be delivered	Messages sent to vehicle where receipt has not been acknowledged	5 days	5
Vehicle event and statuses	All event traffic communicated from in-cab device (i.e.location updates, idling, speeding, hard brake, message received events and alerts)	15 days	15
Vehicle GPS Locations	GPS coordinates of vehicle. Viewable on mapping within portal.	6 month	180
Scanned Documents	Documents received from the in-cab document scanning application	1 month	30
Vehicle and Driver Mail Messages	Text, form-based and workflow messages sent to vehicle or received from vehicle	15 days	15
Fault Codes (Vehicle JBus Faults Report)	Fault codes detected off the vehicle's diagnostic system	1 month	30
Vehicle Hard Brake Events	Detected events where the vehicle rapidly decelerates. System captures 90 seconds of speed, RPM, brake and throttle information.	1 month	30
Vehicle Sensor Jump Events (Vehicle Inconsistency Report)	Shows events where vehicle sensor information (GPS, ECM data) changed unexpectedly. Also shows extent of change.	6 month	180
Vehicle Loss of Power Events (Vehicle Inconsistency Report)	Shows events where in-cab device powered down unexpectedly. Shows type of power-down event.	1 month	30
State Mileage Report	Shows miles by state by vehicle.	6 month	180
Geofence Report	Arrival, departure and detention times for all geofence events	6 month	180
Patch History	Software updates sent to vehicle. Shows date software update was sent and installed.	6 months	180
HOS Logs	Daily HOS status event level information shown on driver logs (i.e. time driver went on duty, off duty)	6 months, 1 week	187
HOS Totals	Daily summary of HOS status time (i.e. total on duty hours for a given day)	6 months, 1 week	187
HOS Unassigned driving	Time during which vehicle was driven without a driver logged into system. Records time, mileage and location.	6 months	180
HOS Administrator Edits	Displays portal user edits made to HOS logs	6 months	180
HOS Administrator Edits	Displays portal user edits made to HOS logs	6 month	180
Vehicle Inspection Report (DVIR)	Shows certification of DVIR and any recorded defects or corrections to defects	3 Months	90 days
Roll-up: Fleet Driver Yearly	Fleet summary-level driver performance Information aggregated to yearly intervals	Indefinitely	Indefinitely
Roll-up: Fleet Driver Monthly	Fleet summary-level driver performance Information aggregated to monthly intervals	Indefinitely	Indefinitely
Roll-up: Fleet Driver Weekly	Fleet summary-level driver performance Information aggregated to weekly intervals	Indefinitely	Indefinitely
Roll-up: Driver Yearly	Individual driver-performance information aggregated to yearly intervals	Indefinitely	Indefinitely
Roll-up: Driver Monthly	Individual driver-performance information aggregated to monthly intervals	Indefinitely	Indefinitely
Roll-up: Driver Weekly	Individual driver-performance information aggregated to weekly intervals	2 years	720
Roll-up: Driver Daily	Individual driver-performance information	6 months	180

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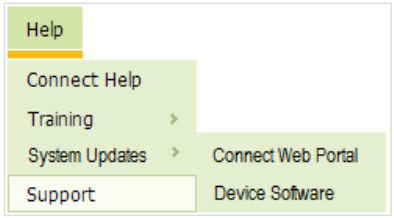
	aggregated to daily intervals		
Roll-up: Fleet Vehicle Yearly	Fleet summary-level vehicle performance Information aggregated to yearly intervals	Indefinitely	Indefinitely
Roll-up: Fleet Vehicle Monthly	Fleet summary-level vehicle performance Information aggregated to monthly intervals	Indefinitely	Indefinitely
Roll-up: Fleet Vehicle Weekly	Fleet summary-level vehicle performance Information aggregated to weekly intervals	Indefinitely	Indefinitely
Roll-up: Vehicle Yearly	Individual vehicle-performance information aggregated to yearly intervals	Indefinitely	Indefinitely
Roll-up: Vehicle Monthly	Individual vehicle-performance information aggregated to monthly intervals	Indefinitely	Indefinitely
Roll-up: Vehicle Weekly	Individual vehicle-performance information aggregated to weekly intervals	2 years	720
Roll-up: Vehicle Daily	Individual vehicle-performance information aggregated to daily intervals	6 months	180

Support Information

This document is designed to assist you with using the Rand McNally Connect web portal. If you would like more information about how to use the portal, please contact Customer Support.



E-mail us: **fleetsupport@randmcnally.com**

Chat Online: In the Connect web portal, click the Help tab, select Support from the drop-down menu, then click on Live Chat.

Call us: 1-800-641-RAND (7263)
Support Hours: Monday-Friday 7:00 AM – 6:00 PM Central Standard Time

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